

**TAPPS East Region Swimming  
Qualifying Meet – District 3  
January 25, 2024**



**Sponsors:** TAPPS and The University of Houston

**Schedule:** Thursday, January 25, 2024

7:45 am	Pay and turn in waivers prior to going into pool (in lobby)
8:00 am	Doors to deck open
8:10 am	Coaches meeting (hospitality room)
8:40 am	Warm-up #1 starts
9:05 am	Warm-up #2 starts
9:30 am	Competition Pool - Sprint lanes (2-7) open with 1 and 8 as push/pace
9:30 am	All timers report outside the meet room (on the deck)
9:50 am	Clear Pool
9:55 am	National Anthem
10:00 am	Competition begins

**NOTE:** Arrive early to check in. Swimmers may not enter deck until 8 am so they need to stay in the lobby. When you enter, find a place for your team on deck and head to the coaches meeting in the hospitality room immediately.

**Meet Venue:** University of Houston Natatorium  
4500 University Drive  
Houston, TX 77204-6056  
(713)743-7529

**Parking:** Paid parking is available in the parking garage across from the pool. The map included in this invite shows parking lots. Please check the UH website for the price – it varies by weekday/weekend and hours. Buses must park at the ERP. Please see maps at the end of this invite.

**Facility:** Colorado timing and scoring system  
25-yard competition pool, plus additional warm-up lanes  
Full scoreboard with heat and event display  
Off-deck seating for 900  
No concessions will be offered

**Rules, Regulations and Policies:**

- 1) The 2023-2024 National Federation of High School Swimming Rules, with the exceptions noted in the current TAPPS Constitution, By-Laws and Contest Rules, will govern this meet.

- 2) **All coaches are responsible for knowing the NFHS rules for the 2023-2024 swim season.**
- 3) This will be run in championship format as stated in the NFHS swimming rules.
- 4) **Swimsuits must completely cover the buttocks, as stated in the NFHS rules.**
- 5) Deck changing is prohibited
- 6) Two-piece swim wear is prohibited at all times.
- 7) No writing or marking on body is allowed.
- 8) Parents and other spectators are not permitted on deck at any time for any reason – **even after the meet has ended**. We encourage parents to take pictures from the spectator seating area or outside. No flash photography indoors.
- 9) Times noted on the scoreboard or Meet Mobile are never official and must not ever be regarded as such.
- 10) Coaches are **not allowed** to bring chairs on deck.
- 11) All swimmers are required to wear their approved uniforms and warm-ups, no club gear is allowed.
- 12) TAPPS does not allow ANY photography or videography on deck beginning with warm-ups through the end of the meet.
- 13) Hats, body or face painting, costumes, and/or props will not be allowed.
- 14) UH **does not allow any food or drink** (except water) on deck. If a team or swimmers must be told more than once by any TAPPS and/or UH representative, they will be asked to leave the facility and may be **disqualified**.
- 15) **ALL SWIMMERS MUST HAVE A WAIVER SIGNED TO ENTER THE POOL AREA.** A copy of this is on the TAPPS website. Coaches should present these waivers when they check in. *Even if a swimmer has previously signed a waiver, a new one must be presented at this meet.*

#### Cell Phone Restrictions:

- The presence and/or use of cell phones, and/or any other equipment capable of producing audio recordings, photographic or video images in locker rooms, rest rooms, changing areas, or anywhere behind the starting blocks is strictly prohibited at all times.
- Violators are subject to disqualification from the meet, disbarment from the facility, and arrest.

#### Meet Format:

- Timed final swimming competition
- Swimmers will be seeded by time and gender without regard to Division
- Meet Manger will *score* by Division
- All events will be ordered *slowest to fastest*
- No exhibition swimmers are allowed either in individual or relay events.

#### National Time Verification:

- This meet will be “Approved for Observation” by USA Swimming for NTV purposes.
- **THE RULES HAVE CHANGED SIGNIFICANTLY, SO PLEASE READ CAREFULLY:**
  - The coach must enter the swimmer’s name EXACTLY as it is on the swimmer’s USA-S account. It no longer has to be their legal name, but it must be the name in which they registered.
  - Coaches may need to change the swimmer’s name and add the new USA ID numbers in the Team Manager database.
  - You must enter DOB and Gender in the database
  - The correct USA-S ID must be entered – it is a random alphanumeric code that is assigned when the swimmer registers in the SWIMS database.

- Times achieved by swimmers who are currently registered with USA Swimming and have all the accurate information in the high school database will be transferred.
- **See last page on this meet invitation.**

### Qualifying Times:

- None required
- However, coaches are strongly encouraged to enter slower, inexperienced swimmers only in the **50 and 100-yard freestyle events**.

### State Qualification:

- The top 3 fastest times for each event from each Region will advance to the State Meet. The next fastest 7 times from all three regions will also advance to State. No swimmer will advance to state with a time slower than the Upper Limit Qualifying Times listed on the TAPPS website.

### Entries: **(PLEASE READ THROUGH THIS CAREFULLY)**

- Each swimmer is allowed to enter a maximum of four (4) events; no more than two (2) may be individual events. Each team may enter a maximum of four (4) swimmers per event and one (1) relay team per event.
- Entries in Hy-Tek Team Manager must be emailed to: [meet.entries@aol.com](mailto:meet.entries@aol.com) (Mike Duswalt)
- Schools **must** use their **correct TAPPS code** when entering meet. Go to: [TAPPS Swim Codes](#) to check your code.
- Athlete's grade should be **numeric** (9, 10, 11, 12)
- Entries:
  - 1) **Rename** the Hy-Tek Zip file to clearly identify the entering team.
  - 2) The **subject** of your email should be: Code - School – Region (East) - Division (1, 2, 3).

Example: **HLS-Lutheran South-East-2**

- 3) Please attach a pdf copy of your entry report **and** entry fee report with the entry file. Both are found under “reports” in Team Manager.
- Hy-Tek Meet Entry File will be posted to TAPPS website. Go there to download. These will not be emailed to individual teams.
  - **Times must be included with all entries. Any event entered with a NT, “No Time”, will be scratched from the meet.**
  - **Entries are due** by at 5 PM on January 18<sup>th</sup> – no exceptions

### Relays:

- Eight individuals may be designated as part of the relay
- It will not count as an event unless that individual competes on the relay team.
- Only the four swimmers declared on the front of the relay card (or relay sheet) are permitted to report to the blocks and compete.
- If the swimmers are to be correctly noted in the Final Results, the order of swimming must also be specified. All four swimmers, including the lead-off swimmers, must officially be declared at the specified times (listed below). Rule 3-2-5
  - Relay cards for the 200-yard Medley Relay must be turned into the **Official Scorer** not later than the end of the coaches' meeting.

- Relay cards for the 200-yard Relay must be turned in to the **Official Scorer** not later than the start of the men's 500-yard freestyle.
- Relay cards for the 400-yard Free Relay must be turned in to the **Official Scorer** not later than the start of the men's 100-yard backstroke.
- Once relay cards have been turned in to the **Official Scorer**, no changes will be permitted, and post-meet corrections will not be permitted.

#### Entry fees:

- **\$25.00 per athlete**
- **\$30.00 per athlete if entered via TAPPS representative. No school with more than 4 swimmers will be entered by TAPPS. Please click this link for information on how to download the Lite version and enter swimmers.**

#### [Hytek Team Manager Lite](#)

- Checks payable to: **TAPPS**.
- Checks will be collected when your team checks in on the morning of the meet.
- **Please note: all swimmers initially entered will required to be included in the payment. If you scratch a swimmer prior to the meet, but have entered him/her, the swimmer must be included in the payment.**

#### TIMERS:

- Each (three-plus member) teams are required to provide two backup lane timers, who will be assigned by TAPPS.
- ALL sessions timers must report on the deck near the meet room, not later than **9:30 am**

#### Psych Sheet:

A psych sheet will be available on TAPPS.biz (swimming) by January 20<sup>th</sup>

#### Scratch Rules:

- Pre-Meet Scratches only (no event changes) are due on January 21<sup>st</sup>, 2024 by 5 PM. Email [meet.entries@aol.com](mailto:meet.entries@aol.com). Pre-meet scratches are for swimmers who will not be able to attend the meet. An event change cannot be made; this includes taking a swimmer out of one of their two entered individual events so he/she may participate in three relays. Any swimmer CAN swim one individual event and three relays, however, this needs to be done when you enter your team.
- This is a High School Championship, timed final format meet.
- Scratches are not permitted.
- Swimmers who fail to appear for any competition which they have entered, will be disqualified from further competition.
- Previous performances will not be nullified.
- Failure to compete by reason of illness or injury are excepted.
- An individual swimmer or relay team may withdraw from competition without penalty in any given event by declaring a false start (DFS)
- Declared false starts **DO** count as an event. The DFS form **MUST** be given only to the Head Meet Referee two events prior to the event the swimmer is declaring as a false start.

## Scoring:

Place	1	2	3	4	5	6	7	8
Individual	9	7	6	5	4	3	2	1
Relay	18	14	12	10	8	6	4	2

- **Scoring at State Meets will be 1-16. Please keep this in mind as you place your Regional Swimmers. See the swimming site on TAPPS.biz for more information.**

## Awards:

- Team awards will be given for 1<sup>st</sup> - 3<sup>rd</sup> place in both girls and boys divisions.
- Medals will be given for 1<sup>st</sup> - 3<sup>rd</sup> place, and ribbons for 4<sup>th</sup> - 6<sup>th</sup> place in both girls and boys divisions in each event.
- We ask that you do not come into the awards room until TAPPS personnel are finished. Any interruption will slow down the process.

## Photography:

- TAPPS does not allow any photography or videography on deck from the time warmups begin to the conclusion of the meet.

## ORDER OF EVENTS

<b>WOMEN'S EVENT #</b>	<b>DISTANCE (YARDS) AND STOKE</b>	<b>MEN'S EVENT #</b>
<b>1</b>	200 Medley Relay	<b>2</b>
<b>Five Minute Break</b>		
<b>3</b>	200 Freestyle	<b>4</b>
<b>5</b>	200 Individual Medley	<b>6</b>
<b>7</b>	50 Freestyle	<b>8</b>
<b>15 Minute Break</b>		
<b>11</b>	100 Butterfly	<b>12</b>
<b>13</b>	100 Freestyle	<b>14</b>
<b>15</b>	500 Freestyle	<b>16</b>
<b>Five Minute Break</b>		
<b>17</b>	200 Free Relay	<b>18</b>
<b>19</b>	100 Backstroke	<b>20</b>
<b>21</b>	100 Breaststroke	<b>22</b>
<b>Five Minute Break</b>		
<b>23</b>	400 Free Relay	<b>24</b>

Entries Chair: Mike Duswalt, [meet.entries@aol.com](mailto:meet.entries@aol.com)

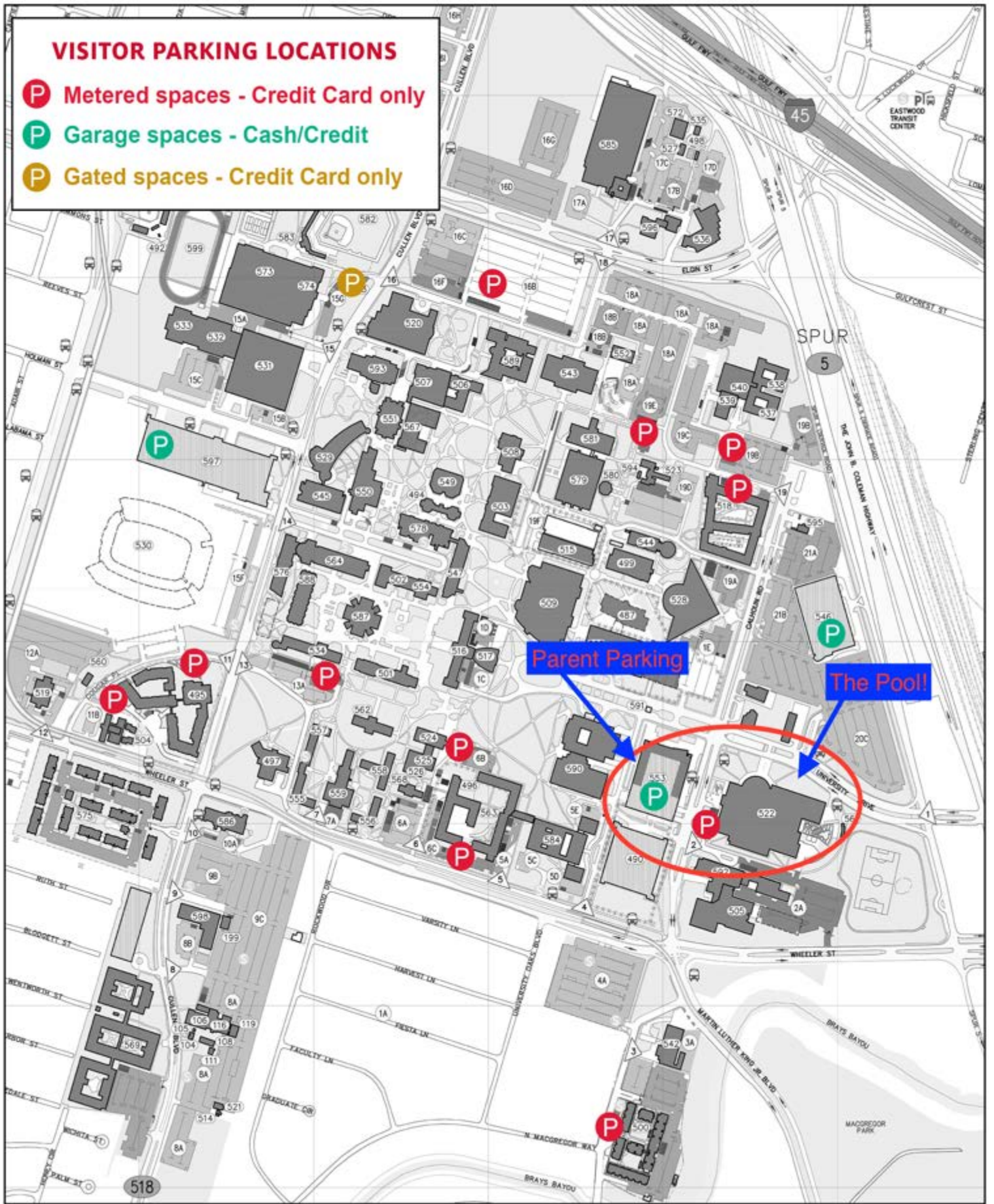
TAPPS Swim Director: Cerise Skinner, [ceriseskinner@gmail.com](mailto:ceriseskinner@gmail.com)

Head Meet Referee: Donna Dormiani



## VISITOR PARKING LOCATIONS

- P** Metered spaces - Credit Card only
- P** Garage spaces - Cash/Credit
- P** Gated spaces - Credit Card only



## What is ERP?

Energy Research Park (ERP), located at 5000 Gulf Freeway, is a 70-acre complex which provides research and classroom space, as well as a variety of offices for the University of Houston main campus.

## Where is ERP?

ERP is located at 5000 Gulf Freeway, within a mile of the University of Houston main campus.





## HIGH SCHOOL COACHES and ADMINISTRATORS, PLEASE NOTE!

USA Swimming (USA-S) has made significant revisions to its registration process, which in turn have made changes to the National Time Verification (NTV) program necessary. These revisions of policy and procedure directly effect how certain times from high school competition are permitted to be entered into the National SWIMS Database.

Many, if not most of you, have one or more Club swimmers who are, or should be; registered members of USA-S on your High School Team. Each such athlete, by rule and policy, is ostensibly registered with USA-S for the current year. As proof of that registration, each will have a USA-S Identification (ID) card containing information related to the NTV Program about which you need to be familiar.

The important revisions to USA-S registration include, but are not limited to, the following:

- Parents and guardians are now required create USA-S accounts for athletes and may enter the athlete's name in whatever fashion desired.
- Birth Certificates are no longer checked for "full legal name," so a nickname, the last name they use, etc. are now acceptable, e.g., swimmer's "legal" name may be John William Hernandez-Smith but the swimmer goes by Jack Hernandez and the latter is what can now be entered as the name on the USAS side.
- That is also the name high school coaches must now use. On the other hand, if a full legal name was entered, then the high school coach must use it.
- It is imperative that the name in the high school database perfectly matches what is in SWIMS, including the middle initial.
- Consequently, PLEASE do not use "full legal names" any longer as there is no guarantee the swimmer's full legal name is in SWIMS.
- The date of birth and gender must be included
- The correct USAS ID must also be included. The USAS ID is now 14 random, alphanumeric characters. SWIMS will not recognize the older IDs (6 digits followed by 8 characters).
- Athletes must be a member of USA-S in good standing as of the meet start date for the times from observed meets to be loaded to the SWIMS database.
- For athlete members ages 18 and older, a current Athlete Protection Training (APT) is also required.
- Effective September 9, 2023; South Texas Swimming may no longer go back and load times achieved at observed meets by swimmers who were not members of USAS in good standing as of the observed meet's start date even if they later register with USA-S, renew an expired membership, and complete the APT if applicable.

SWIMS Users always endeavor to match athletes to times that will not load, but it is generally unknown if the mismatch is because of the name, birth date or if the athlete is not currently registered. When there is complete and correct data in the high school database, SWIMS Users can almost always match athletes easily.

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