

GUIDELINES FOR TEAM REPRESENTATIVES

1. Please read Rules for Diving Competition in the 2023 NVSL Handbook carefully, including the DD tables). You are the spokesperson for your team. Develop a good working relationship with your coach. Remember that any problems concerning rules or procedures are your responsibilities, not your coach's. If you cannot represent your team at an NVSL event, appoint another person to take your place. (It cannot be your coach). The ribbons and diver's sheet in your team packet are for official meets only. Lost or misused sheets are difficult to replace. You can reproduce your own sheets for practice meets or "B" meets. Insist on parent participation in all capacities - tableworkers, judges, etc. Urge attendance at the Officials, Judges, and Referee Clinics.

2. It is essential, but not mandatory that your coaches attend the NVSL Coaches' Clinic (June 10, 2023). Encourage them to go as this is the only first-hand way they can be aware of current NVSL practices, standards of conduct, rule changes, and safety principles.

3. It is your responsibility to keep an up-to-date team roster, including birth dates, verifying eligibility. Well before the first meet, you should verify "swimmer/diver eligibility" (see 2023 NVSL Handbook, Pool and Competitor eligibility (**rule 1.a (dive rules), rule 2.a. (swim rules, and the glossary of the 2023 Handbook)**). Also, consult the document entitled "2023 - Eligibility Requirements for Divers Participating on NVSL Teams" posted on the NVSL Dive website.

4. At all **Dual Meets/Tri Meets**, team reps should be sure that coaches/divers accurately/timely fill out their dive sheets and turn them on time according to NVSL Dive rules. Time needs to be allotted for the table workers to check sheets in preparation for the meet. Reps need to be available to help resolve problems or disputes. If there is a problem or dispute that cannot be resolved (**for example - see rule 10.a.(10)**), it should be brought to the attention of the Rules Committee Chair for rules adjudication/interpretation, the 1st VP for Diving for scheduling matters, or Division Coordinator Administrator regarding administrative matters, as appropriate for resolution.

5. ***When you are the host team, you should...***

- a. Call the visiting Team Rep(s) the Thursday prior to the meet to set-up the starting time, time of arrival, length of practice time, and any other meet-related concerns.
- b. Be available to welcome the visiting team(s) and show them to their team area.
- c. Allow a sufficient amount of time (at least ½ hour) to the visiting team(s) to practice. Home team practice should be scheduled prior to the visiting team's arrival. Point out any irregularities at your pool that might affect the divers - pool depth, type of board, etc.
- d. After double checking the spelling of the names, mail the two-page **WHITE SHEET COPY** of meet sheets to your Division Coordinator WITHIN THE DAY FOLLOWING THE MEET. Division Coordinators need these sheets to resolve questions and problems about meets and to check a diver's eligibility for the divisional meets. These sheets are the official record of the meet, not the website posting.
- e. **Report meet results via the Division Coordinator Administrator (see handbook) via the NVSL Diving computerized reporting system.** Also, use the NVSL Diving-issued formatted sheets for reporting meet results. Email or fax meet results and a copy of the two-page meet sheets to the Division Coordinator, no later than the day following the meet. The Division Coordinator will validate the correctness of both meet results and validate the results.

6. **Wally Martin Memorial Meet** will be held **Sunday, July 9, at Oak Marr RECenter pool**. Inform Stacey Brooks (Meet Manager) comtnclmr@gmail.com by **Wednesday, July 5**, of the names of participating divers and their actual age group (divers cannot dive up in age group) or follow the NVSL-supplied **individual meet flyer and special instructions** posted on the website. Carefully read the flyer

posted on the NVSL Dive website for further information and instructions. During scheduled practice times (to be announced), the coach must accompany and remain with divers at all times at the practice venue.

7. The Annual **Cracker Jack Invitational Meet** will be held at **Ravensworth Farm Pool on Sunday, July 16th**, beginning at **8 AM**. This is a developmental meet and intended to provide less experienced and less accomplished divers with the excitement and motivation that comes from participation in a “big meet” such as Divisionals or All Stars. Divers with a reasonable chance of winning a medal (top 6 places) in the Divisional meet should be strongly encouraged to participate in Divisionals rather than in the Cracker Jack meet. A diver who scores over the qualifying score (**listed in the 2023 Cracker Jack Ruleset document posted on the NVSL dive website**) in any dual/tri meet prior to Cracker Jack **is not** eligible to dive in the Cracker Jack meet. (**See Handbook rule 1.j.**) Divers competing in the Cracker Jack meet are ineligible to compete in Divisionals for that season. **Pls look for meet flyer and registration information on the website.**

8. **Divisional Meets** will be held on **Sunday, July 23th** at **locations specified in the 2023 NVSL Handbook**. By **July 18th**, contact your Division Coordinator and give the names, birthdates, and age group of your participating divers. Each team may enter up to **16** divers without regard to age group.

a. A diver is eligible to dive in the Divisional Meet if he/she dove in at least 2 dual/tri meets during the regular season. Diving “up” at dual/tri meets during the season has no effect on eligibility, however the diver must dive in his/her official age group at Divisionals. (**See rules 1.k. and 2.c.(4)**)

b. If the diver who qualifies as an alternate in the Divisional Meet is unable to dive at the All-Star Meet, there will be no substitution below that level. (**See rule 10.b.(11) and (12)**).

c. Please complete the electronic seeding questionnaire (available on the website) and email it to **Jim Sweeder of the Seeding Committee** (jsweeder@verizon.net) **prior to the All-Star Meet**. This is important, as it is your input that gets taken into account for next year’s division seeding. Make sure your division coordinator receives all of your team’s weeknight meet results (2-page original White Copies) no later than the date of your Divisional meet.

d. If practice times are scheduled at the host pool, the coach must accompany and remain with divers at all times at the practice pool_venue.

9. The **All-Star Meet** will be held on **Sunday, July 30st** at **Oakton pool**. An NVSL-supplied meet flyer posted on the website will contain further information. During scheduled practice times, the coach must accompany and remain with divers at all times at the practice venue. If you or any of your dive parents can work tables, please provide those names directly to Susan Mitchell, susan.mitchell8894@gmail.com, one of the All-Star meet managers, or as specified in the All-Star meet flyer. Consult the meet flyer for further instructions and information.

10. Attend the NVSL Dive Team Reps meeting in November 2023. Election of officers is held at this meeting.

11. Attend the NVSL Dive team reps meeting in February 2024. This is an important meeting where rule changes are discussed and voted on. Schedules and seeding lists for the 2024 season will be distributed.

12. Let the Secretary know your plans for the following summer. If you are not planning to continue as Team Rep, encourage your replacement to attend the February 2024 meeting so that your team is represented.

Information Validated May 2023

GOOD SPORTSMANSHIP BEGINS WITH YOU!