

Championship Meeting Instructions

(1-meter & 3-meter)

Organizing, Checking, and Calculating Times for Folders

- Check all of the diving sheets for any errors. First, make sure that all of the sheets in your folder are for the correct event. Secondly, read the requirements at the bottom of the diving form and make sure that the diver meets all of the requirements that are listed. Third, make sure the diving number, position, degree of difficult for the dive all match.
- 1-Meter Folders: Make sure that divers from the same club are separated when placing them in order. Also, if your folder has novice divers and J.O. divers, place the J.O. divers at the end of the round with the girls first followed by the boys.
- 3-Meter Folders: Make sure that divers from the same club are separated when placing them in order. Also, if your folder has novice divers and J.O. divers, place the J.O. divers at the end of the round with the girls first followed by the boys.
- Calculate the estimated times of all of the events for both 1m and 3m.
 - First determine the number of divers that are in your event folder and record that number of the front of the folder.
 - Secondly, determine the total number of dives being performed during this event. Make sure that if there are novice and J.O. divers in the same event that you take this into consideration. For the 3-meter folders you will also have to note that the folders will have different age groups which will be a factor when determining the number of dives.
 - For the 1-meter competition the estimated time for each dive being performed is 30 seconds per dive. (Take half of the number of dives and that is how many minutes the event would be. Example: If you had 120 dives being performed, half of that would be sixty and thus the event would be 60 minutes)
 - For the 3-meter competition the estimated time for each dive being performed is 45 seconds per dive. Take three-fourths of the number of dives and that is how many minutes the event would be. Example: If you had 120 dives being performed, $\frac{3}{4}$ of that would be ninety and thus the event would be 90 minutes)
- Last, after all of the above has been completed, start to compose the master scorer sheet for your event. Please record the diver's name and swim club on the master scorer sheet. Also record the order of diving on the official diving form on both of the diver's meet sheets.
- **Completing the judging panels for both the 1-meter and 3-meter championships.**
 - The referee and assistant referee should be veteran coaches who are aware of the rules and willing to make the appropriate decisions that these positions warrant.
 - Coaches and assistant coaches from the same team may NOT be on the same judging panel for the same event. They may however be on a different panel at the same time during the 1-meter competition due to events running simultaneously.
 - All of the panels should be composed of coaches from each one of the separate divisions. Please write the division that you are from after you name on the judging panel list.
 - Coaches are not permitted to switch panels during the competition unless there are extenuating circumstances. This can cause the panels to be altered from the above criteria.
 - Only coaches from the S.J.D.A. are permitted to judge any event during our championships.

SJDA Championship Meetings

Guidelines for Coaches at the Championship Meetings

- CHAMPIONSHIP 3-METER MEETING IS FOR ASSIGNED DIVE REPS ONLY.
 - Coaches must submit their 3-meter championship diver meet sheets (2 copies) to the designated SJDA dive representative at the 2nd 1-meter qualifier meet.
- CHAMPIONSHIP 1-METER MEETING IS MANDATORY FOR ALL COACHES.
 - Diving sheets are done prior to arrival.
 - Diving sheets are done on the proper sheets.
 - Diving sheets are filled out with the description of the dive to be performed.
 - Diving sheet are done in duplicate for the scoring table.
- Be prepared to help organize, check, and determine the times for all of the events at the championship meeting.
- Some things to remember when signing up for judging panels.
 - The referee and assistant referee should be veteran coaches who are aware of the rules and willing to make the appropriate decisions that these positions warrant.
 - Coaches and assistant coaches from the same team may NOT be on the same judging panels for the same event.
 - All of the panels should be composed of coaches from each one of the separate divisions.
 - Coaches are not permitted to switch panels during the either competition unless there is an extenuating circumstance.
- Consistency is the key to better judging. Judge the good diving mechanics with good scores and award appropriately lower scores for poorer diving mechanics.
- When judging a dive a judge must not be influenced by any factor other than the technique and execution of the dive. The dive must be considered without regard to the approach to the starting position, the difficulty of the dive or any movement beneath the surface of the water. Each judge should judge the dive based on the following principals:
 - The forward approach when used.
 - The take-off.
 - The technique and grace of the diver during the flight through the air.
 - The height of the dive.
 - The entry into the water.
- Be professional about judging and coaching because appearances count when viewed by the public.
 - BE ALERT AND LISTEN TO THE DIVE BEING ANNOUNCED.
 - NO TALKING WHILE JUDGING.
 - DON'T LOOK AT OTHER'S SCORE CARDS.
 - BE PREPARED TO JUDGE EVERY EVENT.
 - DON'T LEAVE COMPETITIONS EARLY.

SJDA Championship Meetings

Guidelines for Judging Panels

Coaches: Please be aware of the following when signing up for judging panels

- The referee and assistant referee should be VETERAN coaches who are aware of the rules and willing to make the appropriate decisions that these positions warrant.
- Coaches and assistant coaches from the same team may NOT be on the same judging panels for the same event.
- All of the panels should be composed of coaches from EACH one of the separate divisions.
- All of the panels should be composed of a MAJORITY of head coaches and NOT a greater part assistant coaches.
- Coaches are NOT permitted to switch panels during the competition unless there are extenuating circumstances.

3-Meter Championship Meeting Agenda

(Mandatory for Reps with Participants in the 3-Meter Championship)

- A dive representative, one from each of the three divisions, will be assigned to coordinate the 3-meter diver entries from their division for the 3-meter Championship meet and attend this meeting.
- Coaches must submit their 3-meter championship diver meet sheets (2 copies) to the designated SJDA dive representative at the 2nd 1-meter qualifier meet on July 10th.

Agenda

- Follow the Championship Meetings Instructions to Organize, Check, Calculate meet times for the 1-meter Championship folders.
- Organize the awards for all events for both boys and girls novice and J.O.
- Completing the table workers-announcers panels for the 3-meter championship.
 - Dive Representatives are strongly encouraged to work the table during both championships if they are able to.
 - Experienced announcers are invaluable to insure all of the events run in a timely fashion.
 - Dive Representatives are encouraged to **e-mail** the SJDA President the names of parents from their clubs who are willing and experienced to work the table at our 3-meter championship meet.
 - Having all of the volunteer table workers-announcers panels prepared in advanced helps to ensure that each of the meets run according to scheduled times.
- **Make sure that of the diving parents of your respective club are aware of the following:**
 - The host swim clubs of Championship meets may charge a \$5.00 admissions fee for adults aged 18 and up. Children under 18, competing divers, dive reps, and SJDA coaches are to be admitted without charge.
 - The swim teams of the host clubs may be practicing during your child's event.
 - The swim clubs hosting the championships may be open for their general membership while the meet is running.
- Make sure that the 3-meter championship crate has all of the necessary equipment as well as master scorer sheets for each of the sessions, only 1 amplifier and microphone is needed. Make sure that all of the awards are delivered to the club hosting the 3-meter championship meet.

3-METER CHAMPIONSHIP CHECKLIST

- Obtain Pool Board approval for date as well as the following day.

*****The rain date for all championship meets will be the next day.*****

- Notify Management of meet date
- Notify Snack Bar of meet date
- Obtain Lifeguard for meet date
- Water for table workers and judges (2 cases)
- Coolers and Ice for water
- Pool SETUP
 - 2 tables for meet volunteers
 - 7 chairs for meet volunteers
 - 5 chairs for judging panel
 - 3 small tents (2 at scorers' table, 1 for judging panel)
- 1 SJDA Crate
 - Amplifier, Microphone, and extension cord
 - 5 Judging Score Cards
 - 3 Clipboards (2 DD Tables, 5 Judge's Cheat Sheet cards, 2 Table Workers' Cheat Sheet cards)
 - 1 Black Expanding Folder (Master Score Sheets Folder, Diving Sheets Folder)
 - 2 Pencil Pouches (2 calculators, 2 Scoring Card For Diving Cards, sharpened pencils, and pens)
 - 7 Table Worker Laminate Sheets (Master Scorer, 2-Scorer, 2-Tabulator, Checker, Runner)
 - 1 SJDA PA systems
- SJDA Championship Diving Sheets Container
- SJDA Championship Ribbons Containers
- SJDA Championship Medals Containers
- SJDA Championship Plaques (1st, 2nd, 3rd place teams)
- SJDA Team Points Laminated Poster
- 1 3M Championship Meet Table Workers/Announcers Sign Up Sheet
- 1 3M Championship Meet Judging Panel Sign Up Sheet

SJDA 3-Meter Championship

Table Workers and Announcers Sign-Up

Event #1AB 9 & Under Boys and Girls:

Approximate Event Time: _____

Announcer: _____

Master Scorer: _____

Table Worker 1: _____

Table Worker 2: _____

Table Worker 3: _____

Table Worker 4: _____

Table Worker 5: _____

Sheet Runner: _____

Event #2AB 10-11 Boys and Girls

Approximate Event Time: _____

Announcer: _____

Master Scorer: _____

Table Worker 1: _____

Table Worker 2: _____

Table Worker 3: _____

Table Worker 4: _____

Table Worker 5: _____

Sheet Runner: _____

SJDA 3-Meter Championship

Table Workers and Announcers Sign-Up

Event #3AB 14-15 AND #4AB 16-18 Boys and Girls

Approximate Event Time: _____

Announcer: _____

Master Scorer: _____

Table Worker 1: _____

Table Worker 2: _____

Table Worker 3: _____

Table Worker 4: _____

Table Worker 5: _____

Sheet Runner: _____

Event #5A 12-13 Boys and Girls

Approximate Event Time: _____

Announcer: _____

Master Scorer: _____

Table Worker 1: _____

Table Worker 2: _____

Table Worker 3: _____

Table Worker 4: _____

Table Worker 5: _____

Sheet Runner: _____

3-METER CHAMPIONSHIP

Judging Panels

Event # 1AB 9 and Under Boys and Girls

Approximate Event Time: _____

Referee: _____ Club: _____

Assistant Referee: _____ Club: _____

Judge One: _____ Club: _____

Judge Two: _____ Club: _____

Judge Three: _____ Club: _____

Event #2AB 10-11 Boys and Girls:

Approximate Event Time: _____

Referee: _____ Club: _____

Assistant Referee: _____ Club: _____

Judge One: _____ Club: _____

Judge Two: _____ Club: _____

Judge Three: _____ Club: _____

3-METER CHAMPIONSHIP

Judging Panel

Event #3AB/#4AB 14-15/16-18 Boys and Girls

Approximate Event Time: _____

Referee: _____ Club: _____

Assistant Referee: _____ Club: _____

Judge One: _____ Club: _____

Judge Two: _____ Club: _____

Judge Three: _____ Club: _____

Event #5AB 12-13 Boys and Girls

Approximate Event Time: _____

Referee: _____ Club: _____

Assistant Referee: _____ Club: _____

Judge One: _____ Club: _____

Judge Two: _____ Club: _____

Judge Three: _____ Club: _____