

2011-12 Swimming & Diving Coaches' Check List

In TAPPS, Swimming & Diving is considered an **Individual Sport**. Therefore, students enrolled in the 8th grade are not eligible to participate with or against high school students.

- _____ 1. Make certain that your school has registered with TAPPS their intent to compete in Swimming and Diving. This should be done at the beginning of the school year in your school's Annual Contract. This must happen first!
- _____ 2. Secure a copy of the TAPPS calendar as it relates to swimming dates. (www.tapps.net) **Review the Swimming & Diving page on the TAPPS Website and review material often as this page will include announcements and information updates.**
- _____ 3. Secure a copy of the Sections 177-180 of the TAPPS manual.
- _____ 4. Secure and review Section 87 of the TAPPS Manual. (www.tapps.net)
- _____ 5. Secure and review Section 138 of the TAPPS Manual. (www.tapps.net)
- _____ 6. *Swimming & Diving is an Individual Sport in TAPPS. As such, there is no beginning or ending date for practice and participation in Swimming & Diving.*
- _____ 7. Complete TAPPS SCOPE training as required for all coaches.
- _____ 8. Sign a **Professional Acknowledgement of Rules Form** for file in the head administrator's office. (**See your Athletic Director**)
- _____ 9. Secure a copy of the **National Federation of High Schools Rules Booklet** to be brought to each contest. **TAPPS provides one copy for each school.**
- _____ 11. Insure that the **Eligibility Form** is completed in TAPPSTER **before your team's participation in their first meet**. Any future changes or up-dates to the eligibility form are to be made in TAPPSTER.
- _____ 12. Insure that each athlete has **Pre-Participation Physical Evaluation Form** (required annually) and **Student Acknowledgement of Rules Form** (www.tapps.net) on file in the Athletic Department Office.
- _____ 13. **Use Hy-tek to enter your team in the Region Meet** **or** forward information and \$5.00/swimmer fee to TAPPS State Director by the Deadline shown on the TAPPS Calendar. Free Hy-tek programs are available on-line.
- _____ 14. Submit add/drops to the State Meet qualifiers prior to **Fair Effort deadline**.
- _____ 15. Bring check payment for **Entry Fees** to the regional and state meets.
- _____ 16. For any eligible student, complete and submit the **Academic All State Form** located on the TAPPS website. (www.tapps.net)

**If you have any questions, feel free to contact the
TAPPS State Office or B. Rollins at beek1@sbcglobal.net.**