

MOUNTAIN HI SWIM LEAGUE LEAD COACH RESPONSIBILITIES:

The Lead Coach Must:

Attend or designate an attendee for **ALL** League Coaches Meetings. Failure to do so will result in an infraction point against your team (attendee must be a coach for your team).

Hold Current Lifeguard, CPR, First Aid, and WSI certifications as required by each individual team.

Host team: Contact the visiting coach (via phone) no later than three days prior to the meet. Discuss meet changes (such as excessive number of heats, number of relays and swimmers, coaches relay, etc.); pool conditions (such as length of meet restrictions from Home Owners' Associations); themes for the meet (if applicable); and anything else pertinent to the upcoming meet (including swimmers with special needs).

Through the Meet Manager person designated for your team, ensure the meet entries are turned over to the host team by Thursday at 5pm prior to the weekend meet (or 2 days prior to start of meet).

Enforce Code of Conduct at all practices, meets, and required meetings throughout the season.

Read and adhere to the Mountain Hi Swim League Policies and Procedures. Make recommendations of any changes that would be an enhancement to the League to team Parent Delegate.

Report any scratches to the Clerk of Course 30 minutes prior to the start of the meet by marking the card with an "S" and using the appropriate Scratch Form.

Medley Relay declarations must be provided to the scoring table and submitted at least 30 minutes prior to the start of the meet. Free Relay declarations must be submitted by the start of Event 71.

Use all forms designed by the League (i.e.: protest form, deck entry form, and swimmer scratch form).

Prepare for Prelims, Championships, and All-Stars meets by reading the procedure guidelines and coaches instructions. Turn in all necessary items described in the guidelines.

Complete the necessary end of season reports to be turned in to the League by the published due date.