



TWST 14&Under Open Meet

A Long Course Meters Prelims-Finals Meet



Hosted By
THE WOODLANDS SWIM TEAM
June 2-4, 2017
Sanction No. GULC 17-018

LOCATION: CISD Natatorium, 19133 David Memorial Drive, Shenandoah, Texas 77385

DIRECTIONS: **From I-45 Northbound:** Exit College Park Dr. (exit 79A). Proceed north on the frontage road and turn right (east) on Ed English Drive (at Discount Tire Co.). Proceed to David Memorial Drive and turn right (south), the Natatorium will be on your left, adjacent to the football stadium. **From I-45 Southbound:** exit Tamina (exit 77). At the intersection of I-45 and Research Forest/Tamina, turn left (east) onto Tamina Road and travel to first stop light. At the stop light turn left (north) onto David Memorial Drive (behind Home Depot), the Natatorium will be on your right.

MEET STAFF:
MEET REFEREE: Claude Humbert; claude_humbert@sbcglobal.net
ADMIN OFFICIAL: Shawn Anderson; shawn.anderson02@gmail.com
MEET DIRECTOR: Jennifer Scott; jennifer.boone.scott@gmail.com; 760.413.4772
Melissa Pindell, melissapindell@gmail.com; 832.515.7623
SAFETY MARSHAL: Pati Bryant
COACH: Andy Pym and Jarrod Murphy

POOLS: One 50 meter, 8 lane indoor competitive pool with non-turbulent lane lines. Warm-up/warm-down lanes will be available for all sessions.

TIME & DATE: This is a prelims/finals meet for all age groups. Finals will consist of A and B finals heats for each age group: 10&Under, 11-12, and 13-14. All of Friday's events; the 400 free and the 1500 free are timed finals events. All heats of the 400 free and all heats of the 1500 free will swim in prelims.

	<u>Warm-ups</u>	<u>Session Start</u>
Friday Timed Finals*	3:30 pm	5:00 pm
Saturday Prelims	7:00 am	8:30 am
Saturday Finals**	4:30 pm	5:30 pm
Sunday Prelims	7:00 am	8:30 am
Sunday Finals**	4:30 pm	5:30 pm

Split warm-ups will be in effect with lane assignments for warm-ups and timing assignments for prelims sessions posted on the Gulf Swimming website by Monday, May 29, 2017.

* Swimmers must provide their own timers and, as needed, lap counters for Friday's events.

** Open warm-ups for Saturday and Sunday finals sessions will begin 3 hours after the conclusion of events 20 and 36 respectively, or 4:30pm, whichever is later, and the session will begin 1 hour after the warm-ups commence.

MEET TYPE: This meet will be run utilizing chase starts as follows:

- All of Friday's events, Saturday's 13-14 400 freestyle and Sunday's 13-14 1500 freestyle will swim alternating girls and boys heats with girls starting at the West end of the pool and boys starting at the East end of the pool.
- All other prelims events (**other than 50 meter events**): odd heats starting at the West end of the pool and even heats starting at the East end of the pool.
- All 50 meter events in prelims will start at the East end of the pool.

All finals events will start at the East end of the pool other than the 50 meter events, which will start from the opposite end.

TWST reserves the right to limit entries, to combine events by age and/or gender, or move the start of all events to one end of the pool in order to more efficiently run the meet and to maintain reasonable timelines. Any of these changes will be communicated to attendees either in the warm-up/timeline report posted on the Gulf website or on site via announcement of the changes.

SAFETY GUIDELINES AND WARM-UP

PROCEDURES: See attached Safety Guidelines and Warm-up Procedures.

OFFICIALS: The uniform for all preliminary sessions will be white polo shirt over khaki shorts/pants/skirt. The uniform for finals will be navy polo shirt over khaki pants/skirt (no shorts please).

SEEDING: This will be a deck-seeded meet for all events. Circle-in is required at least 45 minutes prior to the start of each session for all individual events except the 13-14 400 and 1500 freestyle events (see CHECK-IN below). All heats will swim fastest to slowest except finals heats, which will swim slowest to fastest.

FOUR HOUR RULE:

This meet will operate under the USA Swimming Four Hour Rule. The meet host may limit entries, or may limit or eliminate deck entries as needed to conclude each session of the meet within or close to four hours. In addition, The Woodlands Swim team may limit entries, or eliminate deck entries to accommodate facility availability.

CHECK-IN: Positive check-in is required for all events up to 45 minutes prior to the session start.

Positive check-in is required for Saturday's 13-14 400 freestyle and Sunday's 13-14 1500 freestyle by 7:45 am Saturday and Sunday, respectively. All heats for these two events will swim in prelims in event order

**FINALS AND
SCRATCHING:**

The administrative rules for the conduct of Gulf Swimming meets shall follow the Administrative Conduct of USA Swimming Championships, USA Swimming rules 207.11.6D and 207.11.6E, as modified below.

Any finalist who fails to compete in finals or consolation finals, or any other bonus final heat for which he has qualified and failed to scratch with the Clerk of Course prior to the scratch deadline, may be banned from further competition in the meet in accordance with the *USA Swimming Rules and Regulations* and will be assessed a fine of \$50.00. A Club which has not paid the fine, will not be allowed to register for membership in Gulf Swimming until the fine is paid.

In a Prelim/Final meet, the finalists and alternates for finals shall be announced and shall have thirty (30) minutes after the announcement to scratch from finals. Any qualified swimmer in the event (a swimmer is qualified for finals or consolation finals or any other bonus finals if he has successfully completed the event in Prelims) may be moved into finals due to scratches, therefore all swimmers who will not be present at finals must scratch to avoid a possible suspension from the meet and a fine of \$50.00. Thirty (30) minutes after the announcement, no further scratches shall be accepted, the existing scratches will be tabulated and the finalists and two (2) alternates for the event shall be set. Only the finalists set at this point may be subject to the above fines and banishment from competition, even though any qualified swimmer may be moved into finals. The alternates, after the existing scratches are tabulated, will not be penalized if they are unavailable to compete in finals.

The USA Swimming National Championships Meets "reserve the right to scratch" rule is not applicable to any Gulf Swimming meet. The "intent to scratch" rule is not applicable to any Gulf Swimming meet.

**ON-DECK
ENTRIES:**

TWST reserves the right to limit on-deck entries to empty lanes in order to accommodate a reasonable meet timeline, the Four Hour Rule, or facility constraints. Additional heats may be added only if the timeline permits. Under these conditions, late entries may be accepted each day up to 45 minutes before the start of the session. Those swimmers missing the 6:00 PM, Tuesday May 23, 2017 deadline may enter the meet on deck in the following manner:

1. Swimmers must pay double the entry fee at the time of entry. Swimmers must pay surcharge fee if not already entered in the meet.
2. Swimmers must supply completed entry forms entered at the swimmers' best times.
3. Swimmers must enter all events for the day forty-five (45) minutes prior to the start of the day's first event.
4. Swimmers must be qualified to swim the event entered.
5. Swimmers must not exceed the allotted number of events allowed each day.
6. Swimmers who are already entered in a deck-seeded event and wish to on-deck to change an entry time must follow the on-deck entry rules and pay the on-deck entry fees.

**ENTRY
INFORMATION:**

Entry Times: Swimmers must enter at their best time. Entry times must be submitted in the course at which the best time was achieved – short course yards (Y), short course meters (S), or long course meters (L). Do not convert meter (yard) times to yard (meter) times. If entries are made by paper (not using Hy-Tek), swimmers should indicate on their entry the course at which the entry time was made (i.e., Y, S, or L).

Cut-off Times: No cut-off times.

Qualifying Times: No qualifying times.

Age: As of June 2, 2017

Number of Events: Swimmers may compete in up to 3 (three) individual events per day.

Deadline: Entries must be in the hands of the Meet Entry Chair no later than 6:00 PM, Tuesday May 23, 2017. No late entries will be accepted. Do not send entries via Federal Express, etc., that require a signature; if you must send your entries by express mail, please indicate that a signature is NOT required. Mail or hand-deliver entries to the Meet Entries Chair at:

**Patricia Leijnse
7 Sentinel Place
Spring, TX 77382**

**e-mail: twstmeetentries@gmail.com
Phone: 832/698-9267**

Entries: All teams entering 10 or more swimmers MUST submit their entries on a diskette or electronically via e-mail, using the Hy-Tek Meet Manager/Team Manager computer software, along with a hard copy printout of the entries. Teams without HyTek should submit their entries on the enclosed Entry Form. A \$25.00 fee must be included with the entry fees for teams that enter 10 or more swimmers using an entry form only (without sending Hy-Tek files).

Teams may electronically mail their Meet Manager files. Payments for the electronic entries and a hard copy print-out of the entries must be submitted or postmarked no later than 24 hours after the entry deadline as stated in the Meet Announcement.

Eligible Teams: Open to all USA Swimming registered swim teams.

Fees: \$10.00 per Individual event and \$5.00 per swimmer surcharge fee. Make checks payable to **The Woodlands Swim Team**. Entry fees must accompany entries, if delivered by any method other than email.

AWARDS: Awards will be given to 14 & Under swimmers.

Individual Events: Custom medals for 1st through 3rd place and custom ribbons for 4th through 8th place for 14&U swimmers.

SCORING: **Individual Events:**
1st – 8th place: 9-7-6-5-4-3-2-1

Events will be scored by: 10&U, 11-12, 13-14 age groups

RULES AND SANCTIONS:

The current USA Swimming and Gulf Swimming rules will apply. The meet will be held under the sanction of USA Swimming and Gulf Swimming. It is understood and agreed that USA Swimming and Gulf Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. No entries can be accepted unless the entrant is a registered member of USA Swimming as provided in Article 302. On-deck USA Swimming membership registration will not be permitted.

POOL MEASUREMENT:

The competition course is compliant, but not certified, in accordance with USA Swimming Rule 104.2.2(C). Course measurements will be verified each session in accordance with Gulf Swimming Rules. The water depths of the competition course measured from 1 meter to 5 meters on the starting and turning ends of the course are as follows:

<u>Pool</u>	<u>Start End</u>	<u>Turn End</u>
East (Diving)	7'	7'
West (Scoreboard)	7'	7'

TIMING SYSTEM: The Daktronics Omni Sport 2000 electronic timing system with electronic scoreboard will be used. Two watches per lane will be used as a back-up.

POOL DECK RESTRICTION:

Because of USA Swimming Insurance Safety Regulations, the swimming pool deck, during the operation of all Gulf sanctioned meets, is closed to all persons except swimmers, coaches, marshals, officials, meet personnel, and timers. All registered non-athletes are required to display their current USA Swimming registration card. If you are asked to leave the deck by any registered personnel, please do so. It is for your safety.

Coaches and Officials must present their membership cards in order to receive complimentary Psych/Heat Sheets and for admission to the Hospitality Room.

Only participants, coaches, event administrators, and event volunteers are allowed on the pool deck – all spectators and parents must remain in the grandstand. Please see attached “Rules, Regulation, Prohibitions, and Deck Access” of the CISD Natatorium. **All meet entries must be accompanied by a signed copy of CISD’s “Healthy Swimming Policy”.**

DECK CHANGING: Deck changes are prohibited. Deck change definition – “changing, in whole or in part, into or out of a swimsuit when wearing just one suit in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes”.

AUDIO/VISUAL RECORDING

DEVICES: Use of audio or visual recording devices, including a cell phone, is not permitted in the area behind the starting blocks, in changing areas, restrooms, showers or locker rooms. Violators may be reported to law enforcement or other government authorities and/or may be barred from the facility during the sanctioned event.

No photography/videography allowed on deck other than by coaches for coaching purposes or by credentialed media personnel approved by the Meet Director prior to the meet start.

DRONES: Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present. Exceptions may be granted with prior written approval by the Vice President of Program Operations.

PROOF OF TIME: Any swimmer that cannot prove that he/she was eligible to swim an event will be fined \$20.00 for each event he/she fails to prove. The fine or proof of time is sent to the Administrative Vice-Chair, Jason Wedlick.

UNACCOMPANIED

SWIMMERS: Any swimmers entered in the meet must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. When unaccompanied by a member coach, it is the responsibility of the swimmer or the swimmer’s legal guardian to ensure compliance with this requirement.

SWIMMERS WITH

DISABILITIES: Coaches and/or swimmers are responsible for notifying the Meet Referee of any disability prior to the competition and for providing their own assistant or equipment. However, Coaches/Swimmers may contact the Meet Director at least two weeks in advance of the meet to reserve Gulf Swimming equipment (remote strobe).

CONCESSIONS: A concession stand will be open during the meet in the lobby on the second level.

HOSPITALITY: A hospitality room will be available for Coaches and Officials.

MERCHANDISE: Swim Shops of the Southwest is located in the lobby and will be open during the meet to sell swim apparel and swim gear.

MEET RESULTS: Meet results will be posted on the Gulf Swimming Web Page (<http://www.gulfswimming.org>) within three days after the conclusion of the meet.

FACILITY RULES: Reserving seats between sessions is not allowed. Chairs and inflatable mattresses are not allowed. Certain items, such as coolers and stadium seats are restricted. Only participants, coaches, event administrators, and event volunteers are allowed on the pool deck – all spectators and parents must remain in the grandstand. Please see attached “The CISD Natatorium Rules, Regulation, Prohibitions, and deck Access” attachment for specific information.



TWST 14&Under Open Meet

A LONG COURSE METERS PRELIMS & FINALS MEET



HOSTED BY
THE WOODLANDS SWIM TEAM
June 2-4, 2017
SANCTION #GULC-XXXX

Entry rules:	
Type of Meet	Prelims/Finals – A and B final for each age group
Max # events per day	3 Individual
Swimmers eligible	All USAS Registered Teams
Entry times in	LCM/SCM/SCY
Qualifying times	None
One-up/one-down rule?	No
3-event rule?	No
Cut-off times	None
Enter with no time?	Yes
Fees	Individual - \$10.00
Swimmer surcharge	\$5.00 per swimmer

ORDER OF EVENTS

Friday June 2, 2017

Warm-ups 3:30 pm; session starts at 5:00 pm

Girls	Friday Timed Finals			Boys
Event #	Age	Distance	Stroke	Event #
1	13-14	400	IM	2
3	12&U	400	Free	4
5	13-14	800	Free	6

- **POSITIVE CHECK-IN DEADLINE FOR FRIDAY'S EVENTS: 4:15 PM**
- Friday's events will be swum as timed finals events, fastest to slowest, alternating girls' heats and boys' heats with girls starting at the West end of the pool and boys starting at the East end of the pool.
- All swimmers must provide two timers and, as needed, a lap counter.
- The 400 free will be swum combined but scored separately by age group – 11-12 and 10&Under.

ORDER OF EVENTS

Saturday, June 3, 2017

Prelims: Warm-ups start 7:00 am (split sessions); meet starts at 8:30 am

Finals*: Warm-ups start 4:30 pm; meet starts at 5:30 pm

Girls	Saturday Prelims			Boys
Event #	Age	Distance	Stroke	Event #
7	11-14	200	Breast	8
9	12&U	50	Fly	10
11	14&U	200	Free	12
13	14&U	100	Breast	14
15	11-14	200	Back	16
17	14&U	100	Fly	18
19	13-14	400	Free	20

* Warm-ups for finals will begin 3 hours after the conclusion of the last event, but not before 4:30 PM. If warm-ups are delayed, finals will start 1 hour after warm-ups commence.

****400 FREE CHECK-IN DEADLINE: 7:45 AM. ALL 400 FREE HEATS SWIM IN PRELIMS.**

- Swimmers in the 400 free must provide two timers.
- All prelims events will be seeded fastest to slowest.
- All prelims events except 50 meter events, relays and the 400 free will swim starting: odd heats at the West end of the pool and even heats at the East end of the pool.
- All prelims heats of 50 meter events will start at the East end of the pool.
- The 400 free will alternate heats with girls' heats starting at the West end of the pool and boys' heats starting at the East end of the pool.
- Finals events will start at the East end of the pool other than 50 meter events, which will start at the West end of the pool.

ORDER OF EVENTS

Sunday, June 4, 2017

Prelims: Warm-ups start 7:00 am (split sessions); meet starts at 8:30 am

Finals*: Warm-ups start 4:30 pm; meet starts at 5:30 pm

Girls	Sunday Prelims			Boys
Event #	Age	Distance	Stroke	Event #
21	12&U	50	Back	22
23	11-14	200	Fly	24
25	14&U	100	Free	26
27	12&U	50	Breast	28
29	14&U	200	I.M.	30
31	14&U	50	Free	32
33	14&U	100	Back	34
35	13-14	1500	Free	36

* Warm-ups for finals will begin 3 hours after the conclusion of the last event, but not before 4:30 PM. If warm-ups are delayed, finals will start 1 hour after warm-ups commence.

****1500 FREE CHECK-IN DEADLINE: 7:45 AM. ALL 1500 FREE HEATS SWIM IN PRELIMS**

- Swimmers in the 1500 free must provide two timers and a lap counter.
- All prelims events will be seeded fastest to slowest.
- All prelims events except 50 meter events and the 1500 free will swim starting: odd heats at the West end of the pool and even heats at the East end of the pool.
- All prelims heats of 50 meter events will start at the East end of the pool.
- The 1500 free will alternate heats with girls' heats starting at the West end of the pool and boys' heats starting at the East end of the pool.
- Finals events will start at the East end of the pool other than 50 meter events, which will start at the West end of the pool.

SAFETY GUIDELINES AND WARM-UP PROCEDURES

WARM-UP PROCEDURES

- A. General warm-up (Initial portion [1/2] of the warm-up session or with the agreement of all of the coaches in a particular lane.)
 - 1. **NO DIVING OR RACING STARTS** allowed from the blocks edge of the pool. Swimmers must enter the pool feet first cautiously.
 - 2. **NO SPRINTING OR PACE WORK** allowed during this general warm-up session.
- B. Specific warm-up (Last portion [1/2] of the warm-up session or with the agreement of all of the coaches in a particular lane.)
 - 1. **RACING STARTS ONLY**, either from blocks or from backstroke starts.
 - 2. Lanes are **ONE WAY ONLY**.

SAFETY GUIDELINES

- A. Swimmers Responsibilities
 - 1. All swimmers without a registered coach to observe them at the meet, and/or their coaches, should arrange, prior to their arrival at the meet, for a registered coach to observe them during the warm-up, competition and warm-down. Any unattached or unattended swimmers who have not made previous arrangements with a coach to observe them at the meet will not be allowed on deck and will not compete in the meet.
- B. Coaches Responsibilities
 - 1. Coaches shall instruct their swimmers regarding safety guidelines and warm-up procedures as they apply to conduct at meets and practice.
 - 2. Coaches shall stand near the starting end of the pool when starting swimmers on sprint and pace work.
 - 3. Coaches shall actively supervise their swimmers throughout the warm-up session.
 - 4. Coaches shall maintain as much contact with their swimmers as possible, both verbal and visual, throughout the warm-up period.
 - 5. Registered coaches of unattached swimmers and registered coaches of non-Gulf teams should notify the meet host by the entry deadline if they will be at the meet, so that they may be assigned to a warm-up lane.
- C. Safety Marshals
 - 1. Appointed Safety Marshals are members of USA Swimming and have the authority to remove from the deck for the remainder of the warm-up session, any swimmer or coach who is in violation of safety guidelines or warm-up procedures. **THE MEET REFEREE MAY EXERCISE ADDITIONAL ADJUDICATION AUTHORITY AS NECESSARY.**
- D. Miscellaneous
 - 1. Swimmers should be reminded by coaches that breaststrokes need more lead time than freestyle or butterfly swimmers.
 - 2. Backstrokers shall ensure that they are not starting at the same time as a swimmer on the blocks. Swimmers shall not step up on the starting blocks, when a backstroker is waiting to start.
 - 3. Swimmers shall not jump or dive into the pool to stop another swimmer on a recalled start.
 - 4. Swimmers are required to exit the pool upon completion of their warm-up to allow other swimmers adequate warm-up time. The pool is not for visiting or playing during warm-up periods.
 - 5. Warm-up procedures shall be enforced for any breaks, scheduled or otherwise, during the competition.
 - 6. All diving boards and equipment are **OFF LIMITS**.
- E. Pool Rules
 - 1. Smoking or use of other tobacco products is not allowed on the grounds of USA Swimming meets.
 - 2. Glass containers are prohibited.
 - 3. Swimmers, coaches, and spectators are expected to observe all rules and regulations included in the announcement.

The CISD Natatorium

Rules, Regulation, Prohibitions, and Deck Access

1. All participants must follow the CDC "Healthy swimming policy" and shower before warm-up, no exception.
2. Shaving is not permitted anywhere within the entire CISD Natatorium Complex.
3. No chewing gum, food or color based drinks will be allowed on the pool deck, water only.

- Security personnel are empowered to enforce any and all regulations established by CISD Natatorium Policy.
- Only participants, coaches, event administrators, and event volunteers are allowed on the pool deck – all spectators and parents must remain in the grandstand.
- Participants in swim suits are not allowed in the Grandstand-seating area. Participants and spectators are not allowed to lean against glass the rails, climb over banisters / railings, or pass any posted barriers.
- Participants and spectators are not allowed to use other areas of the CISD Natatorium complex during this event without securing a pass at the Services Desk located in the facility lobby.
- Lawn Chairs are not allowed in the CISD Natatorium Grandstand-seating area, Stadium seats shall not exceed 17" wide x 13" deep.
- Each competing team is permitted one temporary banner, placed at the discretion of the Aquatic Director. Team banners must not exceed 5' by 8'. No handmade signage is allowed.
- Absolutely no tobacco, alcohol products, or glass containers are allowed on Conroe School District property. This applies to the parking lot.
- Spectators are allowed (1) Cooler for medical use only, dimensions not to exceed 13" wide x 11" deep x 12" tall. The cooler must be placed directly under their seating area. Participant /Teams are allowed an Ice-Chest (1) PER GENDER on the deck provided they do not contain glass items, bottled water is allowed.
- Betting and gambling is strictly prohibited.
- Teams are expected to police their respective areas at the conclusion of the competition.
- Participating or any activity that can be interpreted or described as "risky" or "horseplay" is prohibited throughout the entire CISD Natatorium Complex.
- Diving equipment such as trampoline, spotting rigs, dry-board apparatus, and the warm-pool are not to be used unless authorized by the CISD Natatorium Director.
- The use of flash cameras or noise-makers at the start, during or end of any race is prohibited.
- Blocking or restricting fire lanes or emergency exits, and the use of emergency exits for non-emergency use is prohibited.

Access to the deck of the CISD Natatorium is restricted by pass to the following:

- Athletes from competing teams
- Administrative support personnel
- Coaches of competing teams
- Facility/District Staff
- Officials
- Marshals
- Timing System operators
- Security personnel
- Computer systems operators
- Lifeguards
- Lane timers
- Service and supply vendors
- Credentialed media personnel
- Hospitality personnel
- Medical support personnel
- Other personnel on a case-by-case basis at the discretion of the Meet Coordinator, the Meet Director, or the Meet Referee.

CISD Healthy Swimming Policy

CISD is committed to the health and safety of all patrons. *The CISD Natatorium* utilizes advanced training and technology and has adopted the Centers for Disease Controls (CDC) “*Healthy Swimming Policy*”. This policy protects our patrons and spectators from poor air or water quality hazards typical with indoor-swimming pools caused by microorganisms and chloramines. The cornerstone of this policy is based on guidelines which mandate safe practices such as requiring all participants to shower before entering the CISD Natatorium.

“*Healthy Swimming Policy*” Acknowledgement Form

Receipt Form

Organization: _____

Representative Name and Title: _____

By my signature below I agree, on behalf of my organization that:

- I have received a copy of both the “*Healthy Swimming Policy*” and the CISD Natatorium General Operating Procedures. I understand the responsibility for ensuring that all members of the organization
M
and their guests comply with these rules. I understand that additional copies are available in the office of The Natatorium Coordinator, clerk at the front desk, or at the Facility Manager’s office at the CISD Administration Building.
- I affirm that all required staff members of my organization have current CPR/First Aid certifications and specific training or liability certification requirements needed by the organization’s national governing body.
- I understand that the District may from time to time modify its policies and I agree to abide by those changes.

Head Coach Signature

Date

