

**8 and Under Group A Meet
A SHORT COURSE YARDS TIMED FINALS MEET**

Hosted By

THE WOODLANDS SWIM TEAM

January 16, 2010

Sanction No. GUSC 10-040



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

DIRECTIONS: From I45 North exit Research Forest, From I45 South exit Tamina. At the intersection of I45 and Research Forest/Tamina, turn East onto Tamina road and travel to first stop light. At the stop light turn left onto David Memorial, the Natatorium will be on your right.

COACHES: Head Coach: Tim Bauer, Assistant Head Coach: Scott MacFarland, Director of Swim Development: Valerie Nichols, Head Age Group Coach: Shana Trabona, Age Group Coach: Brad Radford, Age Group Coach: Jennie Shamburger

POOL: 25 yard, 8 lane indoor competitive pool with non-turbulent lane lines. A second 25 yard 3 lane pool (Diving Well) will be available during the meet for warm-ups/warm-down.

TIME & DATE: January 16, 2010 Saturday: warm-up at 7:30 a.m., meet starts at 9:00 a.m. This is a timed-finals meet.

Lane assignments for warm-ups and lane timing will be designated in the psych sheet and posted on the Gulf Swimming website at least three days prior to the start of the meet.

FLYOVER STARTS: This meet will be run using the "Flyover Start" procedures unless a waiver is received from the Technical Planning Committee Chairman. At the conclusion of each heat, the swimmers shall remain in the water until after the next heat is started. Coaches, please remind your swimmers of the "Flyover Start" procedures.

MEET OFFICIALS:

Referee: Claude Humbert email: claud_humbert@sbcglobal.net

Meet Director: Mike Manning email: mike@napcochemical.com
(281) 705-7930

Safety Marshal: Heidi Allan

SAFETY GUIDELINES

AND WARM-UP

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

SEEDING: The meet will be a deck-seeded meet. Coaches, please inform your swimmers of seeding on deck rules.

CHECK-IN:

All swimmers must check in each day with the Clerk of Course for all of the day's events. After the events are officially closed, no one may check in or scratch. Swimmers in the first event of the day must check in 45 minutes prior to the meet starting time. Swimmers in other events must check in 45 minutes prior to the event. After circling in, failure to appear at the starting blocks will result in the swimmer being assessed a \$ 5.00 fine, payable to Gulf Swimming Administrative Vice-Chairman Henry Clark for each event in which he/she fails to appear. Properly completed relay cards must be turned in to the Clerk of Course by 9:30 AM, or the entry will be considered scratched.

ON-DECK ENTRIES:

Late entries will be accepted each day up to 30 minutes before the start of the meet. Those swimmers missing the 6:00 p.m. Friday, January 8, 2010 entry deadline may enter the meet on deck in the following manner:

1. Swimmers must pay double the entry fee. (\$10.50 for individual events).
2. Swimmers must supply completed entry forms entered at the swimmers' best times. The swimmers entered on deck will be seeded into the events according to their best times.
3. Swimmers must enter all events for the day thirty (30) 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 on-deck to change a time in an event already entered must circle in on the posted circle-in sheets. The new time will be used for seeding. The on-deck entry fees still apply to these swimmers.

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. Entry times should not be converted by the entrant – they will be converted to the proper course by the host team using the default conversions in Hy-Tek. 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). If swimmers have never competed in a USA Swimming meet before, put NT where a seed time is requested.

Entry times must be from USA Swimming Meets.

Cut-off Times/Qualifying

Times There are no qualifying or cut-off times for this meet

Age: As of January 16th, 2010

Number of events:

Swimmers may compete in four (4) individual and two (2) relay events per day.

Deadline:

Entries must be in the hands of the Entries Director no later than 6:00 p.m., Friday, January 8, 2010. 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 completed entry forms to: Scott Meyers, 34 N. Provence Circle, The Woodlands, Texas 77382
Meyers_family5@sbcglobal.net (281)296-2232

Entries: All teams with 10 or more swimmers entered in this meet **MUST** submit their entries by email, using the Hy-Tek-Meet Manager/Team Manager computer software, along with a hard copy print out of your entries. Unattached swimmers should be entered in a separate file on the same diskette. Teams without Hy-Tek should submit their entries on the enclosed Entry Form. Teams with 10 or more swimmers entered in this meet using only an entry form (no diskette) must pay a \$25 surcharge payable to TWST with their entries. Individual entries may be submitted on the enclosed entry form. Include relay and relay only swimmers on your completed entry form, diskette, or electronic submission.

For teams submitting their entries by email, you must zip the commlink file before attaching to the email. The print out of the team's entries, entry verification and payment of entry fees must be postmarked no later than 24 hours after the entry deadline as stated in the Meet Invitation.

Eligible

Teams: **Gulf Only Group A:** TWST, AGS,ALAC, BRAZ, BTA, CSC, ESA, ETEX, FCST, LSST, MAC, SPA, SS, TAMU, TTST,BBSC, SSAN,PL

Fees: Entry fees must accompany entries. Make all checks payable to TWST. \$5.25 per individual event, \$9.00 per relay event. A swimmer surcharge of \$2.00 per swimmer.

AWARDS: Individual Events: Medals – 1st – 3rd place.
Ribbons – 4th -8th place
Relays: Medals – 1st place. Ribbons 2nd – 3rd place.
High Point awards will be given to the top Six girls & boys in each age group (6 & Under, 7 and 8) that scores the highest individual points.

SCORING: Individual events: 9-7-6-5-4-3-2-1 (1st thru 8th place for individual events).
Relay events:18-14-12-10-8-6-4-2
Individual events will NOT be combined. Events will be scored in single age groups as follows: 6 & Under, 7, 8.
Team awards will be given to the top three teams.

RULES & SANCTIONS:

The meet will be held under the sanction of USA Swimming and Gulf Swimming. The 2009 - 2010 USA Swimming and Gulf Swimming rules will apply. No entries can be accepted unless the entrant is either USA Swimming registered or certified by USA Swimming. The three (3) event rule and up down rule does not apply to this meet. Gulf B teams are not eligible to swim at this meet.

POOL MEASUREMENT:

The competition course is compliant, but not certified, in accordance with USA Swimming Rule 104.2.2(C). The pool will be measured before the competition begins to ensure that the course length is correct.

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. Teams will be required to furnish timers based on their percentage of swims at the meet. Timing assignments will be published in the psych sheet.

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.

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".**

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-Chairman, Henry Clark.

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.

HOSPITALITY: A hospitality room will be available.

MERCHANDISE: Swim Shops of the Southwest will be at the meet selling swim apparel and swim gear.

MEET RESULTS: Meet results will be posted on the Gulf Swimming website at: <http://www.gulfswimming.org> and at the TWST website at www.woodlandsswimming.org three days after the final day of the meet.

Hosted by The Woodlands Swim Team
Saturday January 16th, 2010

Entry Rules:	
Type of meet	Timed Finals
Max # individual events per day	Four(4)
Swimmers eligible	Gulf Swimming Group A
Entry times in	SCY, SCM, LCM
Qualifying times	None
Cut-off times	None
Enter with no time?	Yes
Gulf "three event rule" applies?	Does not apply
Gulf "up/down rule" applies?	Does not apply
Fees	Individual \$5.25, Relays \$9.00 \$2.00 per swimmer surcharge

ORDER OF EVENTS

Saturday January 16th, 2010

Warm-ups start 7:30 AM Meet starts 9:00 AM

Girls Event #	Age	Event	Boys Event #
1	6 & Under	100 Free	2
3	7	100 Free	4
5	8	100 Free	6
7	6 & Under	25 Breast	8
9	7	25 Breast	10
11	8	25 Breast	12
13	6 & Under	50 Free	14
15	7	50 Free	16
17	8	50 Free	18
19	6 & Under	25 Fly	20
21	7	25 Fly	22
23	8	25 Fly	24
25	6 & Under	50 Back	26
27	7	50 Back	28
29	8	50 Back	30
31	8 & Under	100 Medley Relay	32
33	6 & Under	50 Breast	34
35	7	50 Breast	36
37	8	50 Breast	38
39	6 & Under	25 Free	40
41	7	25 Free	42
43	8	25 Free	44
45	6 & Under	50 Fly	46
47	7	50 Fly	48
49	8	50 Fly	50
51	6 & Under	25 Back	52
53	7	25 Back	54
55	8	25 Back	56
57	6 & Under	100 I.M.	58
59	7	100 I.M.	60
61	8	100 I.M.	62
63	8 & Under	200 Free Relay	64

* Events will be scored in Individual age groups as follows: 6 & Under, 7, 8.

SAFETY GUIDELINES AND WARM-UP PROCEDURES

APPENDIX G

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 should contact the Meet Director, Safety Marshal or Meet Referee for assistance in making such arrangements prior to their participating in the warm-up.
- 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 invitation.

ENTRY VERIFICATION

I, the undersigned coach or team representative, verify that all of the swimmers and coaches listed on the enclosed entry forms or entry disk are currently registered with USA Swimming. Additionally, I verify that the on deck coaches have met the current certification requirements.

Signature

Title

Date

The CISD Natatorium Rules, Regulation, Prohibitions, and Deck Access

- Security personnel are empowered to enforce any and all regulations that have been 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 bathing suits are not allowed to be in the grandstand, climb over banister / railings, or pass any posted barriers.
- Lawn chairs are not allowed in the CISD Natatorium seating area.
- Participants and spectators are not allowed to use other areas of the CISD Natatorium complex during this event without purchasing a pass at the Services Desk located in the facility lobby.
- 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 anywhere on Conroe School District property. This applies to the parking lot.
- Coolers are allowed, provided they do not contain glass items.
- No chewing gum, food or color based drinks will be allowed on the pool deck, water only.
- Betting and gambling is strictly prohibited.
- Shaving is not permitted anywhere within the entire CISD Natatorium Complex.
- Teams are expected to police their respective areas at the conclusion of the competition.
- Running or any other sort of activity that might be interpreted or described as "horseplay" is prohibited throughout the entire CISD Natatorium Complex.
- Diving equipment such as trampoline, spotting rigs, dry-board apparatus, and Hot Tubs are not to be used.
- The use of flash cameras at the start of any race is prohibited.
- Blocking or restricting fire lanes or emergency exits, and the use of emergency exits for non-emergency is prohibited.
- All participants must follow the CDC "*Healthy swimming policy*" and shower before warm-up, no exception.

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
- One photographer from each competing team
- 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 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



