



TWST Senior Open Meet

May 20-21, 2017

A Long Course Meters Timed Finals Meet



Hosted By
THE WOODLANDS SWIM TEAM
 Sanction No. GULC 17-011

Entries Due Tuesday, May 9, 2017 By 6:00 PM

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
ADMIN OFFICIAL: Robin Gawronska
MEET DIRECTOR: Melissa Pindell
 Shari Newman
SAFETY MARSHAL: Kyle Shumaker
COACH(ES): Andy Pym

POOL: 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 three session, 2 day timed finals meet with AM and PM sessions on Saturday and AM session on Sunday.

	<u>Date</u>	<u>Warm-ups</u>	<u>Session Start</u>
Session 1	Saturday, May 20 th	7:30 am	9:00 am
Session 2	Saturday, May 20 th	3:30 pm	5:00 pm
Session 3	Sunday, May 21 st	7:30 am	9:00 am

Open warm-ups will be in effect for all sessions. Team lane timing assignments and timelines will be posted on the Gulf Swimming website by Monday, May 15, 2017.

MEET TYPE: This is a timed finals, long course meters meet. All heats will swim fastest to slowest. All 50 meter events will start from the east (bulkhead) end of the pool. Chase starts will be utilized (at the discretion of the Meet Referee) as follows:

- 400 Free and 400 IM: alternating women's and men's heats with women starting from the west (scoreboard) end and men starting from the east (bulkhead) end of the pool.
- 100 and 200 meter events: odd heats will start from the west end and even heats from the east end of the pool.
- Based on the number of entries for this meet, the Meet Referee, at his or her discretion, may choose to start all events on the same end of the pool.

SAFETY GUIDELINES AND WARM-UP

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

SEEDING: This will be a deck seeded meet. Coaches please inform your swimmers of deck seeding rules.

CHECK-IN: Circle-in is required for all events at least 45 minutes prior to the session start.

ON-DECK ENTRIES:

TWST reserves the right to limit on-deck entries to accommodate a reasonable meet timeline or facility constraints. 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 9, 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. Swimmers will be seeded into open lanes.
3. Swimmers must enter all events for the session forty-five (45) minutes prior to the start of the session'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. A heat will be added, if necessary and if the timeline permits.

ENTRY

INFORMATION:

Entry Times:

1. It will be the coaches' responsibility to enter only swimmers that have qualifying times for this meet.
2. Swimmers must enter at their best long course meter time.
3. Entry times must be from USA Swimming Meets.
4. No yards times will be accepted and there will be no conversion from yard to meter times.
5. If a swimmer has qualified for an event with a short course yards time, use the swimmer's best long course meter time for that event.

Cut-off Times: None.

Qualifying Times: No qualifying times with the following exception: 13-14 year old swimmers must have the 13-14 AA 2017-20 National Age Group Motivational Time to enter that event.

Swimmers under the age of 13 are not allowed to swim in this meet.

Age: As of May 20, 2017

Number of Events: Swimmers may compete in five (5) individual events per day.

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.

Deadline: Entries must be in the hands of the Meet Entry Chair no later than 6:00 PM, Tuesday May 9, 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:

Yan Liu
62 South Dove Trace Circle
The Woodlands, TX 77382
Phone: 281-797-0181
Email: YXL7@yahoo.com

Eligible Teams: Open to all USA Swimming registered swim teams. TWST reserves the right to limit the number of entries to accommodate a reasonable timeline.

Individual Event Entry Fees (per event):	\$10.00
Swimmer Surcharge Fee (per swimmer):	\$ 5.00
Make entry fee checks payable to:	The Woodlands Swim Team

Entry fees must accompany entries, if delivered by any method other than email.

AWARDS: No awards are provided for this meet.

SCORING: The meet will not be scored.

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. The Gulf Swimming three (3) event and up/down rules do not apply.

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>
50 Meter	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. Coaches must supervise swimmers.

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 CHANGES: 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/VIDEO 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).

HOSPITALITY: A hospitality room will be available.

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.

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

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.

FACILITY RULES: Reserving seats between or during sessions is not allowed. Chairs and inflatable mattresses are not allowed. Certain items such as coolers and stadium seat 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.



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Hosted By
THE WOODLANDS SWIM TEAM
Sanction No. GULC XXXXXX

Entry rules:	
Type of Meet	LC Timed Finals
Max # events per day	5
Swimmers eligible	All USAS Registered Teams
Entry times in	LCM only
Qualifying times	None, with exceptions below
Qualifying Times Exceptions	13-14 year olds must have new 2017-2020 13-14 USAS "AA" Motivational time for that event. No swimmers under 13 years old allowed
One-up/one-down rule?	No
3-event rule?	No
Cut-off times	None
Enter with no time?	Yes, other than above qualifying times exceptions.
Fees	Individual - \$10.00
Swimmer surcharge	\$5.00 per swimmer

ORDER OF EVENTS

Saturday May 20, 2017

Open Warm-ups 7:30 am; session starts at 9:00 am

Women			Men
Event #	Distance	Stroke	Event #
1	100	Fly	2
3	200	IM	4
5	50	Free	6
7	400	Free*	8

*400 Free swims fastest to slowest alternating women on the west end and men on the east end of the pool.

All 50 meter events start from the east end of the pool.



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ORDER OF EVENTS

Saturday, May 20, 2017

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

Women			Men
Event #	Distance	Stroke	Event #
9	100	Back	10
11	100	Breast	12
13	200	Free	14
15	400	IM*	16

*400 IM swims fastest to slowest alternating women on the west end and men on the east end of the pool.

ORDER OF EVENTS

Sunday, May 21, 2017

Open Warm-ups 7:30 am; session starts at 9:00 am

Women			Men
Event #	Distance	Stroke	Event #
17	200	Back	18
19	100	Free	20
21	200	Breast	22
23	200	Fly	24

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 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

