



TWST Halloween Open

A Short Course Yards Timed Finals Meet



Hosted By

THE WOODLANDS SWIM TEAM

October 13-14, 2018

Sanction No. GU-SC-19-018

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, claud_humbert@sbcglobal.net
ADMIN OFFICIAL: Manoj Desai, manoj.desai@sbcglobal.net
MEET DIRECTOR: Vanessa Krantzcke svk4@hotmail.com, Shannon Pope sdpope2002@msn.com, Monica Lopez, monlopez@comcast.net
SAFETY MARSHAL: Hector Pena, Merrick Dautrich
COACH: Jarrod Murphy (Head Age Group Coach)

POOLS: Two 25 yard, 8 lane indoor competitive pools with non-turbulent lane lines. Warm-up/warm-down lanes will be available for all sessions.

TIME & DATE: This is a timed finals meet for all ages. 13 and over in the AM and 12 and under in the PM.

	<u>Warm-ups</u>	<u>Session Start</u>
Saturday AM Session	8:00 am	9:00 am
Saturday PM Session	1:00 pm	2:00 pm
Sunday AM Session	8:00 am	9:00 am
Sunday PM Session	1:00 pm	2:00 pm

MEET TYPE: This meet will be run utilizing the "Flyover Starts" procedures unless the meet referee decides otherwise. 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 FORMAT: All individual events may be swum combined but will be scored separately by age group: 15&Up, 13-14. The afternoon session may be swum combined but will be scored separately. 11-12, 9-10, 7-8 and 6&Under.

TWST reserves the right to alter meet format, warm up times, combine sessions limit entries, to combine events by age and/or gender, or move events from one pool to another 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 pre-seeded meet for individual events 200 yards or less. Events 400 yards or longer will be positive check in. All heats will swim fastest to slowest. On-deck entries will be added to empty lanes or a heat will be added if necessary and if the timeline permits.

**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 four hours. In addition, The Woodlands Swim team may limit entries, or eliminate deck entries to accommodate facility availability.

CHECK-IN: This is a pre-seeded meet for individual events 200 yards or less. Check in for events 400 and above will close 30 minutes after the conclusion of warm up.

Costume Parade There will be a short Halloween costume parade on Saturday October, 13 2018 immediately following the conclusion of the AM session before the start of the PM warm ups.

**ON-DECK
ENTRIES:**

TWST reserves the right to limit on-deck entries to accommodate a reasonable meet timeline, the Four Hour Rule, or facility constraints. Under these conditions, late entries may be accepted each day up to 30 minutes before the start of the session. Those swimmers missing the 6:00 PM, October 3, 2018 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 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. A heat will be added, if necessary and if the timeline permits.

**ENTRY
INFORMATION:**

Entry Times: Please enter athletes with short course yards times. Please convert times or use your best professional estimation.

Cut-off Times: No cut-off times.

Qualifying Times: No qualifying times with the following exceptions:

All 100's: 2:30.00

All 200's: 4:00.00

500 FR and 400 IM: 7:00:00

Age: As of October 13, 2018

Number of Events: 4 individual events per day

Deadline: Entries must be in the hands of the Meet Entry Chairman no later than 6:00 PM, October 3, 2018. Late entries will be accepted at the discretion of the meet host. 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
c/o The Woodlands Swim Team
PO Box 7081
The Woodlands, TX 77387**

**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.

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: \$6.50 per Individual Event, \$10.00 for relay events 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: **Individual Events:** 12&U swimmers will be rewarded with Halloween themed goodies.

Heat Winner: Assorted Halloween treats

SCORING: **Individual Events:**

1st – 8th place: 20-17-16-15-14-13-12-11

9th – 16th place: 9-7-6-5-4-3-2-1

Events will be scored by: 6&U, 7-8, 9-10, 11-12, 13-14, 15&O 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.

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.

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.

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.

SPECTATOR SEATING: 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 - please see attached "The CISD Natatorium Rules, Regulation, Prohibitions, and Deck Access" attachment for specific information.

TWST Halloween Meet

Open Timed Finals Meet

A SHORT COURSE YARDS TIMED FINALS MEET

HOSTED BY
THE WOODLANDS SWIM TEAM
OCTOBER 13-14 2018
SANCTION #GULC-XXXX

Entry rules:	
Type of Meet	Timed Final
Max # events per day	4 Individual
Swimmers eligible	All USAS Registered Teams
Entry times in	SCY
Qualifying times	None, with exceptions below
Qualifying Times Exceptions	100's: 2:30:00 200's: 4:00:00 500 and 400 IM: 7:00
One-up/one-down rule?	No
3-event rule?	No
Cut-off times	None
Enter with no time?	Please estimate times to the best of your ability
Fees	Individual - \$6.50 Relay - \$10.00
Swimmer surcharge	\$5.00 per swimmer

ORDER OF EVENTS

Saturday October 13, 2018

Warm-ups 8:00 am; session starts at 9:00 am

Girls	Saturday Timed Finals			Boys
Event #	Age	Distance	Stroke	Event #
1	13&Over	100	IM	2
3	13&Over	200	Fly	4
5	13&Over	100	Back	6
7	13&Over	200	Breast	8
9	13&Over	50	Fly	10
11	13&Over	100	Free	12

13	13&Over	50	Breast	14
15	13&Over	400	IM	16
17	13&Over	200	Free Relay	18

ORDER OF EVENTS

Saturday, October 13, 2018

Warm-ups start 1:00 pm; meet starts at 2:00 pm

Girls	Saturday Timed Finals			Boys
Event #	Age	Distance	Stroke	Event #
19	12&Under	100	IM	20
21	8&Under	25	Free	22
23	11-12	200	Fly	24
25	12&Under	100	Back	26
27	8&U	25	Back	28
29	11-12	200	Breast	30
31	12&Under	50	Fly	32
33	12&Under	100	Free	34
35	12&Under	50	Breast	36
38	11-12	200	Free Relay	38
39	9-10	200	Free Relay	40
41	8&Under	100	Free Relay	42

ORDER OF EVENTS

Sunday, October 14, 2018

Warm-ups start 8:00; meet starts at 9:00 am

Girls	Sunday Timed Finals			Boys
Event #	Age	Distance	Stroke	Event #
43	13&Over	100	Breast	44
45	13&Over	50	Back	46
47	13&Over	100	Fly	48
49	13&Over	200	Free	50
51	13&Over	200	IM	52
53	13&Over	200	Back	54
55	13&Over	50	Free	56
57	13&Over	500	Free	58
59	13&Over	200	Medley Relay	60

ORDER OF EVENTS

Sunday, October 14, 2018

Warm-ups start 8:00; meet starts at 9:00 am

Girls	Sunday Timed Finals			Boys
Event #	Age	Distance	Stroke	Event #
61	12&Under	100	Breast	62
63	8&Under	25	Fly	64
65	12&Under	50	Back	66
67	12&Under	100	Fly	68
69	12&Under	200	Free	70
71	8&Under	25	Breast	72
73	12&Under	200	IM	74
75	11-12	200	Back	76
77	12&Under	50	Free	78
79	11-12	500	Free	80
81	11-12	200	Medley Relay	82
83	9-10	200	Medley Relay	84
84	8&Under	100	Medley Relay	86

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

