

Warm-Up Procedures and Safety Guidelines: (see attachment)

Meet Type:

This meet will be run utilizing the "Flyover Starts" procedures unless a waiver is received from the Technical Planning Committee Chair. 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.

Seeding:

The meet will be deck seeded. Coaches please inform your swimmers of deck seeded rules. All events will be seeded with heats in the order of fastest to slowest. After checking-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-Chair, Charlie Fry, for each event in which he/she fails to appear.

Check-In:

All swimmers must positively check-in (circle in) with the Clerk of Course for all events. Check-in for all positive check-in events will be available at the start of warm-up for the session, and due forty-five (45) minutes before the session is scheduled to start. After the events are officially closed, no one may check-in or scratch. After checking-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-Chair, for each event in which he/she fails to appear.

On Deck Entries:

ShAC reserves the right to limit entries in order to efficiently run the meet and to maintain a reasonable timeline. Subject to such limitation, late entries may accepted each day up to 45 minutes before the start of each session. Those swimmers missing the **6:00 pm, Tuesday, October 23, 2018** deadline may enter the meet on-deck in the following manner:

- Swimmers must pay double the entry fee at the time of entry.
- Swimmers not already entered in the meet must also pay the swimmer surcharge fee.
- Swimmers must supply completed entry forms. The swimmers will be seeded according to their best times in deck seeded events.
- Swimmers must enter all events for the session forty-five (45) minutes prior to the start of the session's first event.
- Swimmers must be qualified to swim the event entered.
- Swimmers must not exceed the allotted number of events allowed each day.
- Heats will be added, if necessary and if the timeline permits.

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 HyTek), 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. Times must be from USA Swimming meets.

Age: As of November 3, 2018

Number of Events:

Swimmers may compete up to four (4) individual events per day.

Entries: All teams MUST submit their entries electronically via e-mail, using the HyTek Meet Manager/ Team Manager computer software.

Deadline:

Entries must be received by Meet Entry Chair no later than 6:00 PM **Tuesday, October 23, 2018**. 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. Send Entries to:

Gilbert Legaspi

Swim Houston Aquatics Center

8454 W. Airport Blvd.

Houston, TX 77071

coachg@swimshac.com

Pool: 713-785-7422 Cell: 713-854-8622

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/HY-TEK TEAM MANAGER computer software, along with a hard copy printout of the entries. Teams without HY-TEK 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 Gulf Swimming teams and swimmers in good standing attached to these USA-S teams or swimmers in the documented process of transferring to these USA-S teams may participate in this meet. ShAC reserves the right to limit entries in order to efficiently run the meet and to maintain a reasonable timeline.

An unattached swimmer not affiliated with a USA Swimming Club must follow the same entry procedures as those swimmers affiliated with a team. In order to be seeded in a Gulf meet, an unattached swimmer not affiliated with a USA Swimming Club, must enter by the entry deadline, following the entry procedures in the Meet Announcement, and provide proof of a registered coach responsible for their supervision on deck during the meet.

Fees:

\$6.00 per individual event and \$5.50 per swimmer surcharge (includes access to Meet Mobile Heat Sheets).

Meet Limits:

Entries will be accepted in the order they are received by the host. The meet host reserves the right to stop accepting entries in order to efficiently run the meet and to maintain a reasonable timeline. Once your entries are accepted, you will receive a confirmation email from ShAC Meet Entry Person confirming your entries have been accepted.

Awards:

Individual Events- 1st – 8th Place

Scoring:

Individual Events: 9-7-6-5-4-3-2-1

All events will be swum combined, but scored separately for 13-14 and 15&up .

Rules and Sanction:

The meet will be 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 has not been 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. The water depth of the competition course is 13 feet measured from 1 meter to 5 meters on the starting end of the course, and 5 feet measured from 1 meter to 5 meters on the turning end of the course.

Timing System:

A Colorado Model 6000 electronic timing system 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. **Swimmers in the 500 Free and 400 IM must provide two (2) timers and a lap counter where applicable.**

Pool Deck Restriction:

Because of USA Swimming Insurance Safety Regulations, the swimming pool deck, during the operation of all Gulf Swimming 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 Sheets and for admission to the Hospitality Room.

Deck Changing Prohibition:

Deck changes are prohibited.

Audio/Video Recording Devices:

Use of audio or visual recording devices, including cell phones, is not permitted in the area behind the starting blocks, in changing areas, rest rooms, 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.

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 Chair of Program Operations.

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: Concessions will be available.

Hospitality: A hospitality room will be available.

Results: Meet results will be posted on the Gulf Swimming website (www.gulfswimming.org) within three (3) days after the conclusion of the meet

Attachments: Map
Entry Verification Form
Gulf Safety Guidelines and Warm-up Procedures

**13 & Up Invitational Meet
Hosted by ShAC**

Entry Rules

Type of Meet	Timed Finals
Max Number of Individual Events	4 events per day
Eligible Teams	Gulf Swimming Teams
Qualifying Times	None
Cut Off Times	None
3 – Event Rule	No
Up/Down Rule	No
Fees:	\$6.00 per event \$5.50 per swimmer surcharge (includes access to Meet Mobile Heat Sheets)

SATURDAY, NOVEMBER 3, 2018 PM SESSION

Girls Event #	Event Description	Boys Event #
1	13&Over 200 IM	2
3	13&Over 100 Back	4
5	13&Over 200 Fly	6
7	13&Over 100 Free	8
9	13&Over 200 Breast	10
11	13&Over 50 Back	11
13	13&Over 500 Free*	14
Events will be swum all ages, but scored as 13-14 and 15&up		

SUNDAY, NOVEMBER 4, 2018 PM SESSION

Girls Event #	Event Description	Boys Event #
15	13&Over 200 Free	16
17	13&Over 100 Breast	18
19	13&Over 50 Fly	20
21	13&Over 50 Breast	22
23	13&Over 50 Free	24
25	13&Over 100 Fly	26
27	13&Over 200 Back	28
29	13&Over 400 IM*	30
Events will be swum all ages, but scored as 13-14 and 15&up		

*500 Free and 400 IM will be swum alternating girls and boys heats

GULF 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 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.

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.

8454 W. Airport Boulevard, Houston, Texas

