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|  | | **INDIANA SWIMMING MEET SANCTION APPLICATION**  **(September 2020-August 2021)** |  |
| ***Currently the USA Swimming Board of Directors has approved sanctions for October 2020. USA Swimming’s Local Swimming Committees (LSCs) will no longer be limited to the sanctioning of meets comprised only of athletes and clubs registered within their respective LSC. This means, that beginning October 1, USA Swimming athletes and teams may cross LSC boundaries to compete. All competition must conform to local, state,  and federal public health guidelines.*** USA Swimming and Indiana Swimming will continue to provide the most current best practices and notify meet hosts of any additional requirements. As such, the steps and process will change as needed. Please follow the specific steps outlined below. Each step has links to additional information within this sanction application.    ***\*These USA Swimming & Indiana Swimming requirements & guidelines are subject to change dependent on all local, state & federal public health guidelines. All Clubs will be updated on any and  all amendments to the sanction process & policies.*** | | | |
| [STEP 1:](#_STEP_1:) | Complete [SANCTION APPLICATION](#_SANCTION_APPLICATION) | | |
| [STEP 2:](#_Step_2:) | Ensure the meet announcement includes current requirements [USA SWIMMING RULES FOR SANCTIONED MEETS](#_USA_SWIMMING_RULES) Copy and paste the verbiage at the above link into the meet announcement. | | |
| [STEP 3:](#_STEP_3:) | Review from [USA SWIMMING/LSC SANCTIONING REQUIREMENTS (September 2020 - August 2021)](#_USA_SWIMMING/LSC_SANCTIONING) USA SWIMMING.   * Understand and incorporate the Required Meet Format in the meet announcement. * Include the three Required Statements in the meet announcement. * Ensure the above elements are completed by reviewing the Required Checklist. | | |
| [STEP 4:](#_STEP_4:) | If the meet will be held between September 1, 2020 and December 31, 2020, prepare/update [RETURN TO SAFE COMPETITION PLANS (September 2020-December 2020)](#_RETURN_TO_SAFE) and submit with Sanction Application. | | |
| [STEP 5:](#_STEP_5:) | If the meet will be held between January 1, 2021 and August 30, 2021, prepare/update [RETURN TO SAFE COMPETITION PLAN (January 2021-August 2021)](#_RETURN_TO_SAFE_1)and submit with Sanction Application. | | |
| STEP 6: | Submit all requested documents to Michele DeLuna at email address: [michele@inswimming.org](mailto:michele@inswimming.org)  **NOTE: All documents must be in Word format. PDF versions will not be accepted.**   1. **Completed Sanction Application** 2. **Meet Announcement** 3. **Letter of Certification including safety action plan prepared in conjunction with facility** | | |
| **STEP 1:****SANCTION APPLICATION** | | | |
| **From:**  Name of Host Club **for** Name of Meet  **To be held at** Name of Pool **in** City **on** Date(s)    1. **Depth of pool?**       *(USA Swimming Rulebook 103.2.2-.3: for water depth mins and 103.13: for starting block height min; If water depth is less*  *than 4’, swimmers must start from within the water.)*    *2***. Course:** *SCY*      *SCM*      *LCM*       **Head Referee**       **E-mail**    **Meet Director(s)**       **E-mail**  ***(see USA Swimming member requirement rule #2 reminder above)***    **Sanction Contact:**       **Primary Phone (with area code):**  **E-Mail**       **Secondary Phone (with area code):** | | | |

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| **STEP 2:****USA SWIMMING RULES FOR SANCTIONED MEETS** |
| USA SWIMMING RULES require the following for all Sanctioned meets:   1. For ALL meets, 10 & U and 11-12 age groups must be planned to be completed in 4 hours or less for timed final events or 8 hours or less per day for prelims and finals. (205.3.1F) 2. All *MEET DIRECTORS*, referees, starters, marshals & Stroke & Turn judges, serving in an official capacity in a sanctioned event, must be members of USA Swimming. (202.3.2)   It is understood and agreed, upon granting of this Sanction Application, that the host club will submit:  At least three (3) business days prior to ALL meets, pre meet backup containing entires.  No more than three (3) business days after the meet, post meet backup.  Athlete surcharges and 8% of entry fees will be charged to the clubs Indiana Swimming Team Unify account.  Thirty (30) business days post meet, host will submit finalized financial report and coach and officials sign-in lists.  as detailed on the Meet Director Requirements Page ([www.inswimming.org](http://www.inswimming.org) – FORMS – MEET DIRECTOR FORMS)  In making this sanction application and upon the granting of this sanction, it is the intent of this host club and its official representatives to fulfill each stated and implied requirement for the conduct of this athletic event as herein described and as required by the USA SWIMMING Code and Indiana Swimming, Inc. Rules, unless specifically modified in writing in the official sanction.  *In granting sanction, it is understood and agreed that USA SWIMMING and Indiana Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of this event.* |
| **STEP 3:****USA SWIMMING/LSC SANCTIONING REQUIREMENTS (September 2020 - August 2021)** |
| **Meet Format Requirements**  To be reflected in meet announcement   1. All existing requirements for sanctioned competition remain in place. 2. LSCs will be limited to the sanctioning of meets comprised only of athletes and clubs registered within the LSC.\* Until further notice, the LSC must perform a recon report in advance of the meet to ensure participation is limited to athletes and clubs registered within the LSC. 3. Meets should be pre-seeded, and no deck entries should be allowed. 4. In addition to the meet sanction request, the applicant meet host must provide the following information in a supplement document:    1. A statement of the local protocols and requirements.    2. The plan for spectator ingress and egress.    3. The planned number of individuals gathering in the spaces: pool, deck, spectator seating, etc.    4. Safe Sport considerations to ensure parents have access to and/or the opportunity to observe their child.    5. An attestation statement in which the meet host attests that the conduct of the meet will adhere to local jurisdictional guidelines. Suggested language:   *In applying for this sanction (ed event), the Host, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *(specifically named Club or other entity), agrees to comply and to enforce all health and safety mandates and guidelines of USA Swimming, Indiana Swimming, the State of Indiana, and local health department.* |

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| **Three Required Statements**  To be included in the meet announcement  An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and individuals with underlying medical conditions are especially vulnerable.  USA Swimming, Inc., cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading COVID-19 while participating in USA Swimming sanctioned events. It is not possible to prevent against the presence of the disease. Therefore, if you choose to participate in a USA Swimming sanctioned  event, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.  BY ATTENDING OR PARTICIPATING IN THIS COMPETITION, YOU VOLUNTARILY ASSUME ALL RISKS ASSOCIATED WITH EXPOSURE TO COVID-19 AND FOREVER RELEASE AND HOLD HARMLESS USA SWIMMING AND [THE LSC] AND EACH OF THEIR OFFICERS, DIRECTORS, AGENTS, EMPLOYEES OR OTHER REPRESENTATIVES FROM ANY LIABILITY OR CLAIMS INCLUDING FOR PERSONAL INJURIES, DEATH, DISEASE OR PROPERTY LOSSES, OR ANY OTHER LOSS, INCLUDING BUT NOT LIMITED TO CLAIMS OF NEGLIGENCE AND GIVE UP ANY  CLAIMS YOU MAY HAVE TO SEEK DAMAGES, WHETHER KNOWN OR UNKNOWN, FORESEEN OR UNFORESEEN, IN CONNECTION WITH EXPOSURE, INFECTION, AND/OR SPREAD OF COVID-19 RELATED TO PARTICIPATION IN THIS COMPETITION.  **Safe Sport 360:** The Minor Athlete Abuse Prevention Policy prohibits Applicable Adults (as defined) from having one-on-one interactions with minor athletes which are not within an observable and interruptible distance from another adult. Applicable Adults are required to abide by this policy in full during this meet.  § Pursuant to USA Swimming Rules and Regulations and federal law, it is every member’s responsibility to immediately (i.e., within 24 hours) report any incident of child abuse, including physical or sexual abuse, to law enforcement and the U.S. Center for SafeSport. Reporting must occur when an individual has firsthand knowledge of misconduct or where specific and credible information has been received from a victim or knowledgeable third party. A report to the U.S. Center for SafeSport may be made via telephone at 720-531-0340 or online at [www.uscenterforsafesport.org/report-a-concern](http://www.uscenterforsafesport.org/report-a-concern). Various state laws may also require reporting to law enforcement or to a designated child protection agency.  § All athletes age 18 and older must complete Athlete Protection Training in order to be a USA Swimming registered member in good standing. Any athlete who turns 18 on or after [insert date that is 30 days prior to the last date of the actual competition], who has not completed Athlete Protection Training by the first day of competition, will be prohibited from participating in the competition until such time as all membership requirements are completed. Times achieved by an athlete who turns age 18 on or after [insert same date], who competes in this USA Swimming sanctioned event without completing this membership requirement, will NOT count for qualification or recognition. This includes participation as a member of a relay. |
| **Required Checklist**  **SANCTION REQUEST REQUIREMENTS:**  A statement setting forth the local protocols and requirements.  The plan for spectator ingress and egress.  The planned number of individuals gathering in the spaces (e.g., pool, deck, spectator seating, etc.)  A statement setting forth the Safe Sport considerations to ensure parents or legal guardians have access to and/or the opportunity to observe their child.  A statement that all participating athletes and clubs are registered only with Indiana Swimming. If participants will be competing from an adjacent LSC, the meet host must formally request permission from the LSC that registered the other athletes and/or clubs and include documentation of that permission with this request.  A statement that the meet will be pre-seeded, and no deck entries will be allowed.  Meet host assumption of risk disclaimer language must be included in the meet information, announcements, and heat sheets.  USA Swimming release language must be included in the meet information, announcements, and heat sheets. |

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| **STEP 4:****RETURN TO SAFE COMPETITION PLAN (August 2020-December 2020)** |
| Phase I – August 2020-December 2020  **Required**  **\*Subject to Change by USA & Indiana Swimming along with local, state & federal health guidelines**   * **Letter of Certification – MUST be on file AND proves coordination of planning/compliance with local governance (i.e. School Corporation, Local Health Department)** * **Only teams within LSC able to participate** * **Safesport: MAAPP Guidelines Apply** * **Masks – Per Health Department Guidelines**   **Highly Recommended**   * Records kept of ALL entering facility…Athletes via positive check-in, Coaches, Officials and Meet Workers/Volunteers via sign-in sheets. * Entry/Exit – Entry into facility and Exit from facility to be different locations (In & Out Flow of Traffic) * Gym availability for pre-swim warm-ups for teams attending. * Fly-over/Chase Starts or extended time between heats to allow finishing athletes to clear starting area. Exit * NO Paper Heatsheets – Post on website or use Meet Mobile (Low Risk use of Hand Sanitizer) * Broadcast meet via YouTube live or another platform for spectators to view. * NO Awards! (Low Risk use of Hand Sanitizer) * One timer per lane with automatic timing system. Time with family member POD * Equipment/Supplies…watches/pencils/staplers/radios cleaned following usage. * Exchange of monies…receiving person wears gloves. Use of cards for admissions, if possible. * Meet workers…wearing gloves recommended. Can use hand sanitzer OR gloves not both * Use of electronic assumption of risk disclaimer signed by all participants (Sign by parent / guardian unless athletes are 18 or Older   **Best Practices**   * Masks – Worn by ALL (athletes/coaches/officials/meet workers) in attendance. Starter will not wear mask at the start of a race. Athletes will wear mask when not in the water. Athletes can remove mask following start of race prior to heat competing. Use of Electronic Whistle or Substitute Whistle * Distancing – Markings on floor at entry, sign-ins, restrooms, locker rooms…any place a line may form. * Facility Entry – ALL screened – MUST have signed waiver. Temperature Checks performed prior to entry. Wristbands for those admitted non-athletes. * NO Spectators – ONLY Athletes/Coaches and Meet Volunteers/Workers. \*If spectators are permitted then 1 per athlete if capacity allows. Capacity or within POD * Hand Sanitizer usage required at entry/exit locations. Have on Deck * Athletes arrive in suits. Locker room/restrooms available, as needed, but with Marshals to monitor number of athletes using at a time. NO deck changes! Adhere to Safe Sport Protocol * Positive Check-in…by Coaching Staff…not athletes! * Assigned Team/Athlete seating…distanced by using deck/spectator seating/adjacent gym seating. Area provided based on square footage and allowance of 6ft. distancing. Soften if wearing masks in Round 2 * Meet Warm-ups – assigned team lanes with opposite end start. Max lane numbers in accordance with USA Swimming Guidelines. 1-Way Direction Sprints Markout spots to help w social distancing * Meet Entries based upon facility space…lanes/swimmers/teams. Pre-seeded…NO Deck Entries! Required 1-hour break between end of session and meet warm-up for next session. Allows clearance of area, time for cleaning/disinfection, and set-up for next session. Let the building breathe * NO events longer than 200 in meet format for 11 and Over. NO events longer than 100 in meet format for 10 and Under. * “Clerk” events with one-way direction to enter/exit behind the blocks. * Vendors – Only as pre-meet orders. * NO Concessions! No spectator eat or drink * Hospitality – Only pre-boxed meals for coaches, officials and meet staff. Spread out & eat alone 6ft dist (Masks) * Custodial Staff/Security for cleaning between sessions. |
| **STEP 5:****RETURN TO SAFE COMPETITION PLAN (January 2021-August 2021)** |
| Phase II – January 2021-August 2021  **Required**  **\*Subject to Change by USA & Indiana Swimming along with local, state & federal health guidelines**   * **Letter of Certification – MUST be on file AND proves coordination of planning/compliance with local governance (i.e. School Corporation, Local Health Department)** * **Safesport: MAAPP Guidelines Apply**   **Highly Recommended**   * Records kept of ALL entering facility…Athletes via positive check-in, Coaches, Officials and Meet Workers/Volunteers via sign-in sheets. Use of Event Brite-Know who spectators are in stands * Entry/Exit – Entry into facility and Exit from facility to be different locations. * Gym availability for pre-swim warm-ups for teams attending. * Fly-over/Chase Starts or extended time between heats to allow finishing athletes to clear starting area. * Paper Heatsheet Option – Post on website or use Meet Mobile preferred. * Broadcast meet via YouTube live or another platform for spectators to view. * Two timers per lane with automatic timing system. * Equipment/Supplies…watches/pencils/staplers/radios cleaned following usage. * Exchange of monies…receiving person wears gloves. Use of cards for admissions, concessions, if possible. * Meet workers…wearing gloves recommended.   **Best Practices**   * Masks – Per Health Department Guidelines. * Distancing – Markings on floor at entry, sign-ins, restrooms, locker rooms…any place a line may form. * Facility Entry – ALL screened – MUST have signed waiver. Temperature Checks performed prior to entry. Wristbands for those admitted non-athletes. * Spectators – ONLY 1 per athlete for. Or two PODS * Hand Sanitizer usage required at entry/exit locations. * Athletes arrive in suits. Locker room/restrooms available, as needed, but with Marshalls to monitor number of athletes using at a time. NO deck changes! * Positive Check-in…by Coaching Staff or athletes! * Assigned Team/Athlete seating…distanced by using deck/spectator seating/adjacent gym seating. Area provided based on square footage and allowance of 6ft. distancing. * Meet Warm-ups – assigned team lanes with opposite end start. Max lane numbers in accordance with USA Swimming Guidelines. * Meet Entries based upon facility space…lanes/swimmers/teams. Required 1-hour break between end of session and meet warm-up for next session. Allows clearance of area, time for cleaning/disinfection, and set-up for next session. * Any events in meet format for 11 and Over BUT swim 2 per lane for 500-1650 Free. NO events longer than 200 in meet format for 10 and Under. * Meet Awards – Distribution by Mail ONLY following the Meet! * Vendors – Must meet health department guidelines * Concessions – Only pre-packaged food! * Hospitality – Only pre-boxed meals for coaches, officials and meet staff (Outside or in a gym) * \*Custodial Staff/Security for cleaning between sessions |