



## Greenwood Swimming October Meet Team Specialty

Worcester Polytechnic Institute Pool, Worcester MA

October 12-14, 2018

Held under the sanction of USA Swimming/New England #NE19-1012GS

<b>Meet Director</b>	Paul Bennett	<a href="mailto:pbennett@wpi.edu">pbennett@wpi.edu</a>	978-697-6713
<b>Meet Referee:</b>	Bob Menck	<a href="mailto:rmenckiii@gmail.com">rmenckiii@gmail.com</a>	603-930-7835
<b>Entry Chairperson:</b>	Paul Bennett	<a href="mailto:pbennett@wpi.edu">pbennett@wpi.edu</a>	978-697-6713
<b>Admin Official:</b>	Spencer Coffin	<a href="mailto:scoffin@outlook.com">scoffin@outlook.com</a>	845-264-5484
<b>Safety Monitor</b>	Don Lemieux	<a href="mailto:thegreenwoodswimming@gmail.com">thegreenwoodswimming@gmail.com</a>	978-360-0966

### IMPORTANT DEADLINES:

First date of entry: 9/14/18

Final date of entry: 10/4/18

Payment deadline: 10/8/18

**MEET FORMAT:** The meet will be swum as timed finals. Each session will be seeded by computer based on positive check-in at the beginning of each session. Coaches will receive a positive check-in sheet before each session that must be returned no later than 40 minutes before the beginning of the session. Heat sheets will be posted around the pool deck. Coaches will be able to pick up heat sheets for each event at the control desk. No events will swim with more than one swimmer per lane.

**DISTANCE EVENTS:** The 1650 freestyle will be limited to the fastest four heats. 2 heats of women and 2 heats of men. Heats will be swum fast-to-slow, alternating heats of women and men. The 1000 Freestyle will be swum slowest to fastest. Swimmers must provide their own timer for events 500 yards or longer. Friday night's distance session will be limited to four hours.

**SITE:** The WPI Pool is located on the campus of Worcester Polytechnic Institute. The competition pool is a 10-lane, 25-yard pool with seven-foot-wide lanes and non-turbulent lane lines. The timing system includes a fully-automatic Colorado Time Systems electronic timing system with touchpads at the finish and turn ends of the pool with an LCD Scoreboard display. The diving well is separated from the competition pool by a movable bulkhead and there will be four (25 yard) lanes available for warm up and warm down. The finish end of the pool is 6'5 to 8 feet deep; the turn end of the pool is 6'5 to 8 feet deep. Spectator seating is for 350, with overflow seating looking over the width of the pool for another 400 people. The pool is located inside the WPI University Athletic Complex, GPS Coordinates for the parking garage (when available) are 162 Salisbury Street, Worcester MA 01602. Please enter through the mezzanine entrance located off the drop off circle. Directions may be found later in this document.

The competition course has been certified in accordance with 104.2.2C (4). The copy of such certification is on file with USA Swimming. Directions may be found later in this document.

**COURSE:** Short course yards (25 yards).

**25-YARD EVENTS:** There are no 25 yard events.

**CUT PROTOCOL:** If a session is over-subscribed, the Meet Director reserves the right to limit events, heats, swimmers, or adjust the format to conform to the 4-hour rule using the following cut protocols in any order deemed necessary:

**For meets using the 75%/ 25% entry policy:**

(a.) May be asked to cut each athlete to one less event than maximum allowed per day.

For teams included in the 25% of the 75/25:

(a.) May be asked to cut each athlete to two less events per day than the maximum allowed.

(b.) Entries may be cut by time or to a specific number of heats for specified events

If deck scratches allow a reasonable time-line, the swimmers may be reinstated into those previously entered events. Clubs will be notified of cuts no later than Monday before the meet

**WEATHER PROTOCOL:** If weather or facility conditions make it impossible to follow the original timeline of events, the Meet Director and Meet Referee have a right to make changes to the meet sessions. The Meet Director will notify the teams of the changes with as much notice as possible. Cancellation of the meet, or a session, is a decision of the Meet Director and the Meet Referee. If weather requires the cancellation of any finals session, the results of the preliminary session will be the final order.

**ELIGIBILITY:** All swimmers must be current registered swimmers with United States Swimming. Age is determined by the age of the swimmer on the first day of the meet.

Any swimmer 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.

**SWIMWEAR:** Per New England Swimming policy, swimmers 10 years old and younger are not allowed to wear "Tech" suits at any sanctioned or approved meet. The age of the swimmer is determined on the first day of the meet. A list of banned suits is found on [www.neswim.com](http://www.neswim.com) under ADMIN/Governance/Policies.

**REGISTRATIONS:** All swimmers must be registered (includes proof of age and payment) with USA Swimming before 5:00 pm on the Thursday before the first day of the start of the meet. New England teams are required to check their entries with the online registration check tool on the New England Swimming web site to verify registration status. Coaches must be registered before the start of the meet.

**FALSE REGISTRATIONS:** If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC will impose a fine of up to \$100.00 per event against the individual, member coach, or a member club submitting a meet the entry.

**DECK REGISTRATIONS:** Will not be accepted

**DECK ACCESS:** Only current USA Swimming registered athletes, coaches, officials, and official meet staff are permitted on the pool deck. All non-athletes on the pool deck must produce proof of their valid USA Swimming registration when asked. Deck Pass is an acceptable proof of membership. Individuals without proof of a valid membership in USA Swimming will be removed from the pool deck and will be subject to a fine by New England Swimming of \$100 to the coach, and \$200 to the coach's club.

**DISABILITY SWIMMERS:** Any current athlete members of USA Swimming with a disability, as defined by USA Swimming Rules and Regulations, may enter this meet. If modifications to USA Swimming rules are necessary then the coach or athlete must notify the Meet Referee and Meet Director of any disability prior to competition.

**EVENTS and SESSIONS:** See attached list.

**ENTRY POLICY:** 75%/25%

Teams that are included in the 75% of guaranteed entries must submit their entry no later than 7 calendar days before the first date of entries, and payment to the host team by the first date of entry acceptance, or the host team may remove them from the 75% of guaranteed entries. The team will still be liable for payment of the entry fee and will be referred to the Admin Review Board if necessary. The host team can release this liability if it is able to fill the meet with entries from other teams.

Teams accepted in the 25% or the lottery must send payment for their entry within 4 calendar days of the notification. Accepted teams that do not send payment within 4 calendar days may forfeit their entry, but will still be liable for payment of the entry fee, unless the host team is able to fill the meet with entries from other teams. No refunds will be given for entries that are accepted or for entries that are rejected due to improper entry.

All unattached swimmers must be declared as unattached, on the entry cover sheet, before the meet begins.

#### **ENTRY INFORMATION:**

First date of entry acceptance: 9/15/18 (any entry received before this date will be considered received **9/15/18**)

Final date of entry acceptance: 10/4/18.

Make checks payable to "TNT Swimming".

Mail completed signed entry cover page and waiver, and payment to the entry chairperson:

**TNT Swimming**

210 Park Avenue

Suite 292

Worcester, MA 01609

Payment due date for all entries: 10/8/18, Any team that fails to send payment, cover page and waiver form, by this due date can be scratched from the meet at the discretion of the Entry Chairperson.

Entries will be acknowledged within 48 hours of the first date of entry if they are accepted into the meet. *Your entry is considered received only if you receive an acknowledgement.*

Any team that fails to send payment, cover page and waiver form, by the payment due date can be scratched from the meet at the discretion of the Entry Chair.

Any team who has not paid their meet fees by the start of the meet will be assessed a \$100 fine. If no payment is received after 30 days, the fine is doubled. This fine is payable to the meet host. Late payments of entry fees may result in future exclusion from meets hosted by our club

*Any swimmer who is entered with incorrect swimmer information, or an incorrect or no ID, or is unregistered, will be scratched from the meet until corrections are made per the New England policy.*

**ENTRY LIMITS:** Athletes may enter as many events as they choose but may only compete in a maximum of 6 individual events per day for timed final events. Time trials count in the per day event count.

**ENTRY FEES:** Electronic entries:

\$5.00 for all timed final individual events 200 yards and under.

\$10.00 for distance events (events 400 yards and over).

\$10.00 for time trials

Non-electronic entries: \$5.50 for individual \$10.50 for distance and \$25.00 for relays.

Swimmer Participation Fee is \$10.00 per swimmer

**NE Swimming Travel Fee of \$1.00 per swimmer** (to be included in the check and the host team will send to NESwimming)

**ELECTRONIC ENTRIES:** Electronic entries (such as from Hy-Tek Team Manager or other team management software) that are in CL2 or SD3/SDIF format may be emailed as an attachment to the entry chairperson at pbennett@wpi.edu. Please check that your team name, address, and contact information are listed correctly in this file. For email entries, payment and hardcopy of the entry (including signed entry cover page and waiver) must be received by: 10/12/18.

**ENTRY TIME UPDATES:** Entry times may be updated until the Monday prior to the first day of the meet. No new entries will be accepted after the entry deadline. Entry time updates should be sent via email to the entry chairperson at pbennett@wpi.edu. Entry time updates must be sent as Hy-Tek format CL2 files with updated times. (New entries will be automatically excluded.)

**ENTRY TIMES:** All entry times must be entered in the specified meet course. (Coach's times should be used instead of NT's)

**TIME TRIALS:** Time trials will be offered at the discretion of the Meet Director and the Meet Referee if time allows. Time trials are \$10.00 for individual events, and \$40.00 for relays.

**LEGAL SPLITS:** Legal splits (including relay lead-offs) must be requested by a coach, before the event, using a legal split form (available from the Clerk of Course) and the requesting party must supply an additional timer(s) on the lane for the split, if necessary, to meet the USA-S requirement.

**ADMISSION:** \$3.00 per session.

**PROGRAMS:** \$3.00 per session.

**MEET MOBILE:** Meet Mobile will be functional for this meet. All users should be aware that Meet Mobile publishes unverified raw data that may not always be accurate.

**OFFICIALS:** If you know that you will be attending this meet, please email the Meet Referee and let him/her know your level of certification, team, and sessions you will be available. This is for pre-meet planning purposes only. All officials are welcome to work any number of sessions and walk-ons are always welcome. There will be a coaches meeting Friday 10/12/18 :30 minutes prior to the start of the session. Officials meetings will occur 1 hour prior to the start of each session.

**WARM-UPS:**

For Friday's Distance Session the building will open to swimmers and parents at 4:30 pm. The pool will open for warm ups at 5:00 pm as general open warm up. 4 one way start lanes will be opened at 5:45 pm, the competition pool will close at 5:55 pm. Friday night's session will begin at 6:05 pm.

For the Saturday and Sunday Open Session the building will open to swimmers and parents at 7:30 am. The pool will open for warm ups at 7:50 am as general open warm up. 4 one way start lanes will be opened at 8:40 am. The competition pool will close at 8:55 am and the morning session will begin at 9:00 am.

For the Saturday and Sunday 12 and Under session, warm ups will be assigned based upon the entries received. Warm ups will begin at 2:00 pm and the competition pool will close at at 3:00 pm with the afternoon sessions beginning at 3:10 pm.

The diving well will be open for supervised warm up and warm down for the duration of the meet and warm ups.

**SAFETY:**

- Diving will be prohibited during warm-ups except in specifically announced one-way sprint lanes. There will be no diving in the warm-up and warm-down areas at any time
- No shaving is permitted at the competition site.
- No glass containers are permitted within the facility.
- Swimmers must be under the supervision of a coach. If a swimmer arrives at the meet without a coach, the swimmer should notify the referee before he/she warms up. The referee will assign the swimmer to a registered coach for warm-ups.
- Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms, locker rooms, behind the blocks, or in any marked NO CAMERA ZONE.
- Deck changes are prohibited.

**MISCELLANEOUS SAFETY:**

- *Swimmers are required to wear warm-up tops or shirts and shoes when they leave the pool deck. Athletes will not be permitted to leave the pool area without proper dress.*
- *Parents and Athletes must remain in the pool area, the pool lobby, the overflow viewing area or those access areas. Any individual who is found in the facility outside of permitted use will be trespassed and prohibited from returning to any future meets on campus.*

**RULES:** Current USA Swimming rules will govern all competition. Decisions by the Meet Referee will be final unless a written protest is lodged within 30 minutes of the heat swum. All swimmers, coaches and officials will follow the USA Swimming code of conduct under article 304 of the USA Swimming rules and regulations. Any violation of such policy will be reported to the Meet Referee and the New England Swimming office for further review and/or action.

**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.

**SAFE SPORT:** The conduct of all participants and spectators at a meet is governed by USA Swimming Rules 304/305. Any and all infractions must be reported to an official, the Meet Referee or the Meet Director to be resolved.

USA Swimming and NE Swimming encourage all to report any witnessed or suspected forms of abuse/safe sport violations to the NE Swimming Safe Sport Chair, Anne Kaufman: [nesafesport@gmail.com](mailto:nesafesport@gmail.com) (857-928-3638) or through the [USA-S online reportable form](#).

**ON DECK PHOTOGRAPHY:** As per New England Swimming policy, professional photographers contracted by Greenwood Swimming and WPI Aquatics, or press photographers who have been approved in advance by the Meet Director, are allowed on deck. Use of audio or visual recording devices, including a cell phone, is not permitted behind the starting blocks, including in any spectator area behind the starting blocks, nor in any other marked NO CAMERA ZONE, including on deck. All NO CAMERA ZONES will be clearly designated. Email the Meet Director with questions and requests

**AWARDS:** There are no awards

**SCORING:** The meet will not be scored.

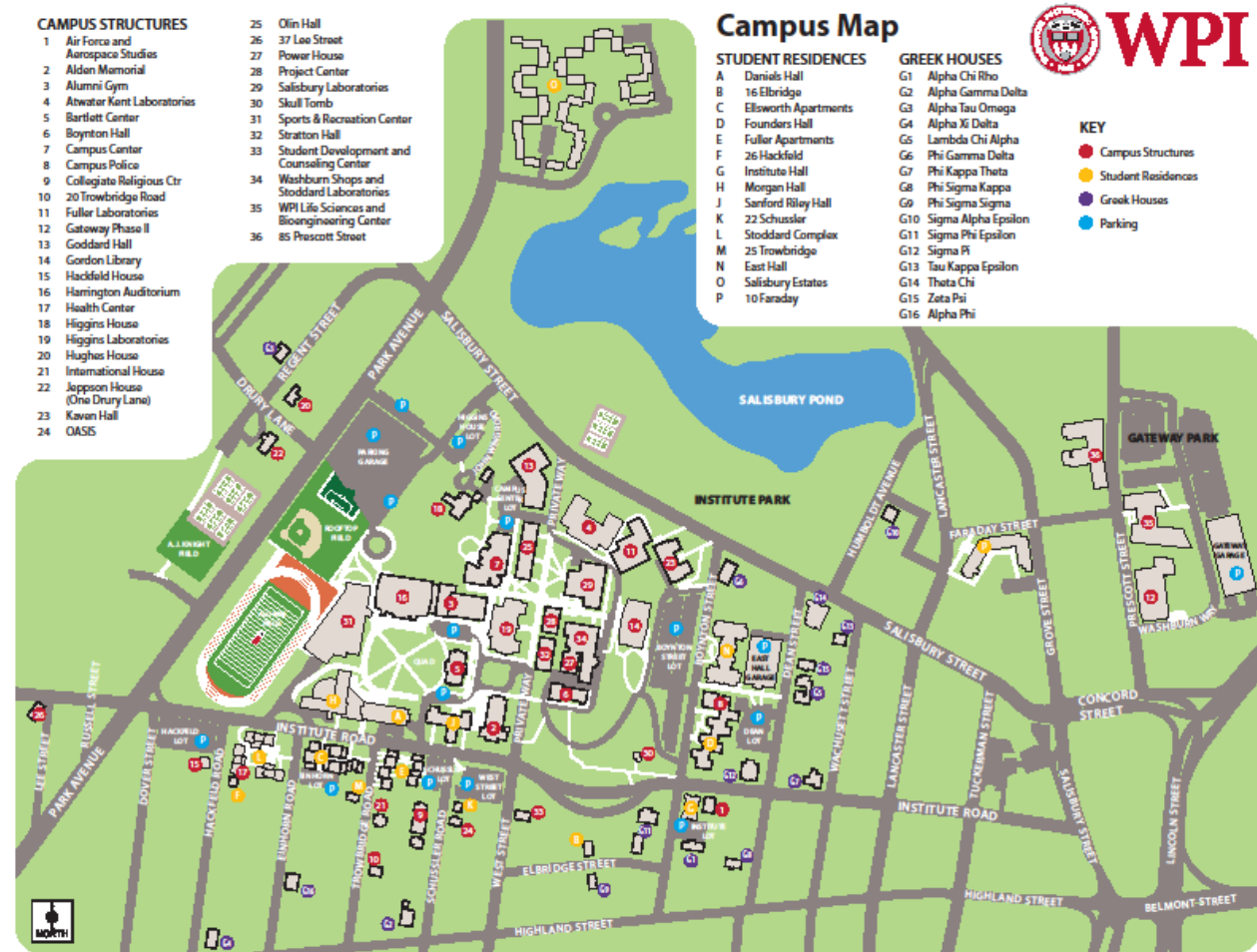
**FOOD:** A concession stand will be in operation for the duration of the meet.

**VENDOR:** A swimming equipment vendor – Swimwear in Motion - will be selling suits, goggles, and other accessories for the duration of the meet.

**MISCELLANEOUS:** New England Swimming, WPI and Greenwood Swimming assume no responsibility for lost or stolen property. Pets of any kind and smoking are not permitted within the facility.

**PARKING.** Parking may be available in the adjacent parking garage, but it is not guaranteed. Parking on campus in marked parking areas is prohibited unless otherwise marked. Street parking is not an option near the facility.

**DIRECTIONS.** The WPI Pool is located on the campus of WPI. WPI's primary address is 100 Institute Road, Worcester MA, 01609. The easiest point of entry into the parking garage (if available) and the adjacent drop off area to the WPI pool is a GPS Address of: 161 Salisbury Ave. Worcester, MA 01609.



**LODGING:**

**Courtyard Worcester**

72 Grove Street, Worcester, MA 0.4 mi E  
(508) 363-0300

**Hilton Garden Inn Worcester**

35 Major Taylor Boulevard, Worcester, MA 0.7 mi SE  
(508) 753-5700

## EVENTS:

### **Session 1 – Distance**

**Friday 10/12/18**

**Building Opens at 4:30 PM**

**Warm up Begins at 5:00 PM**

**Session Begins at 6:05 PM**

1 & 2            Open 400 Individual Medley  
3 & 4            11 & Over 1650 Freestyle  
5 & 6            Open 500 Freestyle  
7 & 8            Open 1000 Freestyle

Swum slowest to fastest  
(Four heats only) Swum Fastest to Slowest  
Swim Fastest to Slowest  
Swim Slowest to Fastest

### **Session 2 – Open Session**

**Saturday 10/13/18**

**Building Opens at 7:30 AM**

**Warm up Begins at 7:50 AM**

**Session Begins at 9:00 AM**

9 & 10            Open 50 Freestyle  
11 & 12           Open 200 Backstroke  
13 & 14           Open 100 Breaststroke  
15 & 16           Open 200 Butterfly  
17 & 18           Open 200 Freestyle

### **Session 4 – Open Session**

**Sunday 10/14/18**

**Building Opens at 7:30 AM**

**Warm up Begins at 7:50 AM**

**Session Begins at 9:00 AM**

29 & 30           Open 100 Freestyle  
31 & 32           Open 200 Individual Medley  
33 & 34           Open 100 Backstroke  
35 & 36           Open 100 Butterfly  
37 & 38           Open 200 Breaststroke

### **Session 3 – 12 and Under Session**

**Saturday 10/13/18**

**Warm up Begins at 2:00 PM**

**Session Begins at 3:10 PM**

19 & 20           12 & Under 100 Freestyle  
21 & 22           12 & Under 100 Backstroke  
23 & 24           12 & Under 50 Breaststroke  
25 & 26           12 & Under 100 Butterfly  
27 & 28           12 & Under 100 Individual Medley

### **Session 5 – 12 and Under Session**

**Sunday 10/14/18**

**Warm up Begins at 2:00 PM**

**Session Begins at 3:10 PM**

39 & 40           12 & Under 50 Freestyle  
41 & 42           12 & Under 200 Individual Medley  
43 & 44           12 & Under 50 Backstroke  
45 & 46           12 & Under 50 Butterfly  
47 & 48           12 & Under 100 Breaststroke  
49 & 50           12 & Under 200 Freestyle



Greenwood Swimming  
 NOVEMBER TEAM SPECIALTY  
 WPI Pool, 100 Institute Road, Worcester MA  
 Dates October 12-14, 2018

Club Name:

Abbr:

Deck

Phone:

Email:

Coach:

Entries

Phone:

Email:

Contact;

Address:

Unattached

Swimmers:

**ENTRY FEES (non-electronic are an additional .50 per entry)**

Individual Entries (Events 200 and under)	@	\$5.00/\$5.50	=	\$
Distance Entries (Events 400 and greater)	@	\$10.00/\$10.50	=	\$
Swimmer Participation Fees	@	<b>Error! Reference source not found.</b>	=	\$
NE Travel Surcharge: # athletes	@	\$1.00	=	\$
<b>TOTAL</b>			=	\$

Make check payable to:	<b>Error! Reference source not found.</b>	Entry Deadline	October 8, 2018
Mail entries and check to: TNT Swimming 210 Park Avenue Suite 292 Worcester, MA 01609		For all entries, this form and payment must be received by <b>Error! Reference source not found.</b>	
		Phone:	

***Liability Waiver***

Any swimmer whose entry is accepted will, for him/herself, his/her heirs, executors and administrations, waive and release any and all rights and claims for damages he/she may have against United States Swimming, New England Swimming, **Error! Reference source not found.** or Greenwood Swimming for any and all injuries suffered by him/her at said meet. If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC may impose a fine of up to \$100.00 per event against the individual, member coach or a member club submitting a meet the entry

\_\_\_\_\_  
 Signature of Authorized Team Official

\_\_\_\_\_  
 Date