**2022 Western Michigan YMCA Clusters**

**Championship**

**Meet Announcement**

**About the Championship**

Date: February 12, 2022

Location: Sturgis Community Pool

Entry Deadline: February 8, 2022 at 6pm

Hosted by: Sturgis Stingrays Swim Club

Meet Director: Melanie O’Connell

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# About The Championship

This meet is a sanctioned, closed, inter-association championship YMCA meet. This meet and all participants will adhere to the Rules that Govern YMCA Competitive Sports and the Swimming Addendum to the Rules that Govern YMCA Competitive Sports. USA Swimming technical rules will be followed. The meet is YMCA sanctioned and approved by the of USA Swimming.

YMCA Sanction number: CA-2020-MI01059687. (Working to obtain.)

**ADJUSTMENTS TO THE MEET ANNOUCEMENTS:** The Championship Meet Committee reserves the right to make any adjustments to the provisions of the meet announcement deemed necessary to ensure the fair and efficient running of the meet or due to unforeseen issues of weather or facility problems. Changes will be communicated as far in advance as possible. None of the required elements for a YMCA Sanctioned Championship can be changed.

**MEET TIMELINE:** Warm-up and start times for all sessions are subject to change depending on the size of the meet

 Saturday AM Session: Warmup at 8:00 for 10 and Unders. Meet 9:00.

Saturday PM Session: Warmup to begin after AM Session but not before 12:00\* PM ***(\*SUBJECT TO CHANGE.)***

**INCLEMENT WEATHER/CANCELATION:** If canceled due to inclement weather rescheduling teams will be notified of possible makeup dates.

# Location and Facility

Location: Sturgis Community Pool

 1474 Ivanhoe St.

 Sturgis, MI 49091

Emergency Phone Number: (269) 689-1585

The Sturgis Community Pool is a 6 lane, short course pool. Water depth at start is 5’0” ft. (minimum 5 feet required) and at turn end is 3’ 6” ft. Colorado electronic timing system will be used. The competition course has been certified in accordance with 104.2.2C (4) USAmastersrecords.com

There is LIMITED seating for spectators.

Seating is available for swimmers on deck

# Web Site

Meet Information has been shared to the coaches of the teams participating.

Online Meet Results: Meet mobile will be available under 2022 Western Michigan YMCA Clusters.

# Contact Information

Meet Director: Melanie O’Connell (269) 659-1585 moconnell@sturgisps.org

Entry Chairperson: Melanie O’Connell (269) 659-1585

Meet Referee: Annette Bakay (231) 670-7186 abakay62@msn.com

Administrative Official: Kris Strawser Krs0394@comcast.net

Officials Coordinator: Annette Bakay (231) 670-7186 abakay62@msn.com

Safety Director: Karel Gundlach c/o moconnell@sturgisps.org

# Notices

Pool admission will open at 7:30 am

# Eligibility

**ATHLETE**

**YMCA Membership**: An athlete must be a YMCA member in good standing who holds an annual, full privilege membership at the YMCA he/she represents for a period of at least 90 days prior to the first day of the meet. An athlete may have only represented that YMCA team in competition for a period of 90 days prior to the first day of the meet, excluding scholastic competition.

**Amateur Status**: An athlete may not have represented a college, university or other post-high school institution in any competition and may not have accepted pay or compensation for competing as a swimmer.

**Unattached Athletes**: There is no unattached status in YMCA Swimming.

**Age**: An athlete must be at least five (5) years of age, and not older than twenty-one (21) years of age on the first day Meet.

**YMCA Meet Participation**: In order to be eligible to compete, each athlete must have competed in a minimum of 3 closed YMCA inter-association meets since September 1 of the current season.

**Athletes with a Disability**: Swimmers with a disability are welcome to enter this meet. The coach or team entry person must alert the meet director and the meet referee as to the need for any special accommodations or seeding arrangements at the time the entry is submitted. If modifications to USA Swimming rules are necessary, then the coach or athlete must notify the meet referee of any disability prior to competition.

**COACH**

**Required Certifications:** Coaches must hold current certifications in the following courses in order to receive a deck credential:

* Safety Training for Swim Coaches
* Basic Life Support (Professional Rescuer CPR)
* First Aid
* Principles of YMCA Competitive Swimming and Diving
* Child/Athlete Protection Training

A list of the acceptable certifications can be found in the CERTIFICATION REQUIREMENTS FOR SWIM COACHES or SWIMMING ADDENDUM TO THE RULES THAT GOVERN YMCA COMPETITIVE SPORTS

**Coach Registration**: Each coach must have completed the annual YMCA on-line coach registration process prior to the entry deadline. Coaches who are not registered and approved will not be permitted on deck.

**Teams without A Coach at the Meet:** All athletes and teams must have at least one certified and credentialed YMCA coach designated as being responsible for their supervision during competition. When a YMCA team will not have a coach present, that YMCA may authorize an eligible coach from another YMCA attending the meet to be responsible for their athletes at the meet. The Meet Director and Meet Referee must be notified of this situation.

**TEAM**

**Team Registration:** Each team must have completed the annual YMCA on-line team registration and paid the annual registration fee prior to the entry deadline.

**Insurance:** Each team that participates in the meet must have a current and correct Certificate of Liability Insurance, in effect through the last day of the meet.

# Entry Information

**ENTRY LIMITS**:

A swimmer may swim no more than 4 individual events per day and 2 relays.

**QUALIFICATION PERIOD:** The qualification period is through the entry deadline.

**ENTRY FEES**: $5.00 per individual entry and $20.00 for relays.

OTHER: T-shirts will be available at the meet by TBD.

ENTRY DEADLINE: February 8, 2022 by 6:00 pm.

ENTRY PROCEDURE: Electronic entries sent to moconnell@sturgisps.org.

**PAYMENT:** Checks should be made out to Sturgis Stingrays. Checks should be hand delivered to the entry chairperson (Melanie) on the day of the meet.

Your club’s entry summary sheet, release/waiver, Certification of Entered athletes, YMCA Sanctioned Championship Meet Declaration form should also be included.

# Volunteers/Officials/Timers

**OFFICIALS AND TIMERS**: We are asking for Level 1 and Level 2 Officials to volunteer. Please contact Annette Bakay (231) 670-7186 abakay62@msn.com regarding officiating.

Two timers are required from each participating team **PER SESSION.** Please submit the names of the two timers for each session with your meet entry. They will be supplied with credentials. (Timers do **NOT** pay admission.)

**SIGN-UP PROCEDURE**: Please email Melanie O’Connell at moconnell@sturgisps.org

**ATTIRE:** Officials please wear white shirt. Blue shorts/pants/skirt/skort. Also white shoes/sandals

# Check-in Procedure

**MEET CHECK-IN PROCEDURE**: Swimmers should obtain bag tags in the swimmer check in area in lobby. Volunteers please check in at the admissions table. Coaches please check in at the pool office.

**COACHES MEETING/SCRATCH MEETING**: Coaches meeting at 7:45 am prior to warm up. Afternoon session there will be a brief meeting after the am session with any changes.

**OFFICIALS AND TIMERS MEETING**: Officials meeting will be held at 8:30 am for the morning session and half hour prior to start of afternoon session. Timers meeting will take place at 8:45 am for morning session. Timers meeting for afternoon session for will take place 15 mins. prior to start of the pm session.

# Championship Procedures and Operations

**CHAMPIONSHIP COMMITTEE:** The Committee will consist of the Meet Director, Meet Referee.

**RULES**: The meet will run under Rules That Govern YMCA Competitive Sports, Swimming Addendum to the Rules That Govern YMCA Competitive Sports, USA-S Technical Rules.

**MEET FORMAT**: The meet will be swum using a timed finals format. Swimmer’s age will be determined as of first day of the meet/December 1.

**EVENT SEEDING**: Events will be seeded Slowest to Fastest. Including the 500 and the 400 I.M. **The Meet Referee/Administrative Official reserve the right to combine events/heats.** *(We are asking for positive check in for the 500 Free am & pm as well as the 400 I.M.)*

**SCRATCH PROCEDURES**: An athlete is considered entered into an event unless he/she scratches from that event. If an athlete does not scratch from an event and does not swim the event, that event still counts toward the athlete’s total number of events for the meet.

**DECLARED FALSE START**: An athlete may also withdraw from a heat or swim-off by electing to take a declared false start. Such declaration must be made known to the Deck Referee before the heat or swim off is announced.

A declared false start counts as an event swum for the athlete and will be counted in the maximum number of events allowed for each athlete.

**NO SHOW**: An athlete who is seeded in an event and fails to compete (i.e., a “no show”) shall not compete in any further individual or relay events unless the athlete and/or coach declares an intent to swim to the Administrative Referee prior to the next scheduled event for the athlete.

**WARM-UP SAFETY PROCEDURES**: Teams will be assigned lanes for warm-ups. No team has exclusive rights to any pool lanes during warm up period, during or before the start of the meet. Teams will need to share lane space and work cooperatively in reflection of the YMCA values and sportsmanship.

During designated warm up sessions, athletes may only enter the competition pools from the starting end. Athletes are expected to use a three-point entry in which they sit on the side of the pool then slide into the pool gently, with one hand on the wall. The exception is during specific warm up periods when sprint lanes are designated for practicing racing starts.

Coaches are responsible for the safety of their athletes and are expected to monitor them at all times during warm up sessions.

**STARTS**: 'Fly-over' starts will be used at this meet. ***All swimmers (except for Backstroke starts) should remain in the water at the completion of their race until the next heat has begun except for the 25 yard events.*** (25 events, other than the 25 backstroke will start at the block end. 25 Backstroke will start at the shallow end.)

**RESULTS:** Any results displayed on the scoreboard are unofficial until final results are published. Results will be posted in the lobby.

**PROTEST PROCEDURE:** Protests may only be initiated by a person with standing, that is, a coach or YMCA supervisor whose team is competing in the meet. The Championship committee will arbitrate protests, eligibility issues, safety rules and other issues.

Protests against the judgment decisions of starters, stroke, turn, place and relay take-off judges can only be considered by the Referee and the Referee’s decisions will be final USA-S Rule 102.23).

**CONDUCT AND RESTRICTIONS:** The Meet Referee reserves the right to dismiss any swimmer, coach and/or spectator from the competition due to inappropriate conduct.

* Except where the venue facilities require otherwise, changing, into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is prohibited. The USA Swimming Rulebook defines Deck Change as: Changing, in whole or in part, into or out of a swimsuit (excluding a drag suit) in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes while at a practice, competition, or other pool-related activity.” This includes slipping off the top of a one-piece performance suit to place on an alternate bikini top immediately following a race.
* Glass is not permitted on deck.
* The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
* Photographs are not allowed to be taken behind the block during competition.
* Individuals are responsible for the security of their personal belongings and are encouraged not to bring valuables to the meet venue and not to leave items unattended.
* Swimmers are not permitted in the spectator ares.
* Shaving is not permitted in any areas of the facility.

# Awards

**AWARDS:** Medals will be awarded for all events, places 1st thru 6th. Ribbons will be awarded for 7th thru 12th.

# Time Trials

**FORMAT AND FEE:**  Time Trials are open only to athletes entered in the Championship meet.

Time trial entry fee is $7.50 per individual event and $30.00 per relay.

An athlete may only swim the stroke being contested in a Time Trials event, e.g. an athlete may not swim backstroke in a breaststroke event in Time Trials.

**TIME TRIAL ENTRIES:** Swimmers must sign up prior to event 17 during the morning session and prior to event 43 in the afternoon session. Entries will be available in the pool office.

**TIME TRIAL PROCEDURE:** Time trials will be swam at the end of the am session and the end of the pm session.

# Spectators

**ADMISSION FEE:** $5.00 per adult. Children 12 and under with an adult are free.

**HEAT SHEETS/PROGRAMS**: $3.00

**CONCESSION STAND**: Will be available in the front lobby.

**SEAT SAVING POLICY**: Will **NOT** be permitted.

**HANDICAP SEATING:** Please see admissions for availability.

**LOST AND FOUND:** Will be available in the pool office.

**CONDUCT AND RESTRICTIONS**:

* No Flash Photography at the start of competition races.
* *Personal chairs will be limited on the pool deck.*
* Parents are responsible for the conduct of their non-athlete children. Non-athlete children are not allowed to roam the facility unattended.
* The use of audio or visual recording devices, including a cell phone, is **NOT** permitted in changing areas, rest rooms or locker rooms.
* ***NO*** *glass or coolers in the pool area.*
* *Spectators are not permitted in team seating area.*
* No smoking, drugs, or alcohol are permitted in the building.
* **Only athletes will be permitted in locker rooms.**

# Liability, Safety and Emergency Procedures

**INSURANCE:** Each Association participating in this meet must have insurance coverage for representative(s) including leadership and participants who will be in attendance for the period of the meet. The Declaration Form must be signed by each YMCA participating in the meet.

**LIABILITY LIMITS**:

* In granting the YMCA Sanction~~ing~~, it is understood and agreed that YMCA of the USA shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the meet.

**UNACCOMPANIED ATHLETE:** Each athlete must have a certified coach responsible for him/her while on the pool deck. The coach of the athlete must authorize in writing a coach from another team to represent their team and be responsible for the swimmer(s).

**EMERGENCIES:** The facility personnel will handle all emergencies at the meet. These individuals will provide CPR and first aid as needed and will ensure that individuals with serious injuries are transported immediately to the nearest hospital for further treatment. Defibrillator is in the lobby.

Any coach, athlete or official who recognizes an emergency situation should immediately inform the facility’s personnel and then make sure the vicinity of the emergency is clear for the emergency personnel to do their job.

**CONCUSSION AWARENESS**: This meet will follow the YMCA of USA Concussion procedure. Anyone who observes or has knowledge of a potential head injury should immediately notify lifeguards and/or hired medical personnel. Once the injury report is completed, the lifeguard and/or hired medical personnel will notify the Event Staff, the athlete’s coaching staff, and the Meet Director.

If a head injury occurs, the action plan below will be followed:

1. Athlete is removed immediately from participation by the Meet Director
2. Athlete must be evaluated by a licensed health care professional experienced in identifying and treating concussions. In addition, the athlete must be in compliance with the laws that are in effect within the jurisdiction where the meet is held.
3. The coaching staff will inform the athlete’s parents or guardians about the possible concussion and give or send them the fact sheet on concussion.
4. The athlete will not be allowed back to warm-up or compete until a health care professional, experienced in evaluating concussions determines that the athlete is symptom-free and is OK to return to participation.

**LIGHTNING POLICY:** The National Lightning Safety Institute, National Athletic Trainers Association, American College of Emergency Physicians, USA Swimming, and YMCA of the USA all recommend or require closing an indoor pool during an electrical storm. This policy will be followed at the meet.]

**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.

# Directions

From South US 131, turn left (East) onto US 12 and go through Sturgis. (4 stop lights.) Turn right (South) onto Vinewood Ave. (One block past the Admiral gas station.) (At the used car lot and the restaurant.) (*If you get to the shopping center; you’ve gone too far.)* Travel down to the four way stop. Turn left (East) onto Ivanhoe St. The pool is located at the north end of Sturgis High School’s parking lot.

# Lodging

Various lodging is available in the Sturgis, Michigan/Howe, IN (Near the toll Road) area. Hampton Inn, Best Western, and Holiday Inn Express.

# Parking

Parking is in the north parking lot closest to the Sturgis Community Pool. Handicapped parking is available in front of the pool.

# APPENDIX 1: Order of Events 2022 Western Michigan YMCA Clusters Championship Meet



|  |  |  |
| --- | --- | --- |
|  **Girls** | **Morning Events** |  **Boys** |
| 1 | Mixed 8 and Under 100 Free  | 1 |
| 2 | Mixed 9-10 200 Free  | 2 |
| 3 | 8 and Under 100 Medley Relay | 4 |
| 5 | 9-10 200 Medley Relay | 6 |
| 7 | Mixed 10 and Under 100 IM | 7 |
| 8 | Mixed 10 and Under 200 IM | 8 |
| 9 |  Mixed 8 and Under 25 Free | 9 |
| 10 | Mixed 9-10 50 Free | 10 |
| 11 | Mixed 8 and Under 25 Fly | 11 |
| 12 | Mixed 9-10 50 Fly | 12 |
| 13 | Mixed 8 and Under 50 Free | 13 |
| 14 | Mixed 9-10 100 Free | 14 |
| 15 | Mixed 10 & Under 500 FreeSwimmers must provide owner counters | 15 |
| 16 |  Mixed 8 and Under 25 Back | 16 |
| 17 |  Mixed 9-10 50 Back | 17 |
| 18 | Mixed 8 and Under 25 Breast | 18 |
| 19 | Mixed 9-10 50 Breast | 19 |
| 20 | Mixed 9-10 100 Fly | 20 |
| 21 | Mixed 9-10 100 Back | 21 |
| 22 | Mixed 9-10 100 Breast | 22 |
| 23 | 8 and Under 100 Free Relay | 24 |
| 25 | 9-10 200 Free Relay | 26 |
| 55+  | TIME TRIALS |  |
|  |  |  |
|  Girls | **Afternoon Session** |  Boys |
| 27 |  Mixed 11 and Over 400 IM | 27 |
| 28 | 11-12 200 Medley Relay | 29 |
| 30 | 13-14 200 Medley Relay | 31 |
| 32 | 15 and Over 200 Medley Relay | 33 |
| 34 | Mixed 11 & Over 200 Freestyle | 34 |
| 35 | Mixed 11-12 100 IM | 35 |
| 36 | Mixed 11 & Over 200 IM | 36 |
| 37 | Mixed 11 & Over 50 Freestyle | 37 |
| 38 |  Mixed 11-12 50 Fly | 38 |
| 39 | Mixed 11 & Over 100 Fly | 39 |
| 40 | Mixed 11 & Over 100 Freestyle | 40 |
| 41 | Mixed 11 & Over 500 Freestyle Swimmers must provide owner counters  | 41 |
| 42 | Mixed 11-12 50 Backstroke | 42 |
| 43 | Mixed 11 & Over 100 Backstroke | 43 |
| 44 | Mixed 11-12 50 Breast | 44 |
| 45 | Mixed 11 & Over 100 Backstroke | 45 |
| 46 | Mixed 11 & Over 200 Butterfly | 46 |
| 47 | Mixed 11 & Over 200 Backstroke | 47 |
| 48 | Mixed 11 & Over 200 Breaststroke | 48 |
| 49 | 11-12 200 Freestyle Relay | 50 |
| 51 |  13-14 200 Freestyle Relay | 52 |
| 53 |  15 & Over 400 Freestyle Relay | 54 |
| 70+ | TIME TRIALS |  |
|  |  |  |
|  |  |  |
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|  |  |  |
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# APPENDIX 2: YMCA Sanctioned Meet Declaration Form

***(Note:*** *Return signed Declaration form to the meet director)*

**Participating YMCA**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**YMCA Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Meet Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Meet Date(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Meet Host:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Meet Location:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We the undersigned attest to the following:

**SWIMMERS** - All swimmers representing the YMCA above are full privilege members of the YMCA and meet the eligibility requirements.

**COACHES** - All coaches representing the YMCA above hold current certifications in BLS (Professional Rescuer CPR), First Aid, Safety Training for Swim Coaches, Child/Athlete Protection Training and Principles of YMCA Competitive Swimming and Diving and have completed the annual YMCA coach registration online.

**INSURANCE** - Our Association now has insurance coverage for representative(s) including leadership and participants who will be in attendance at the [MEET\_NAME] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the period of the meet. I hereby certify that YMCA has a minimum of $1,000,000/$2,000,000 in liability insurance that covers our coaches and swimmers during their participation in the [MEET\_NAME] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**RELEASE** - In consideration of your accepting this entry, I hereby, for myself, heirs, executor and administrators, waive and release any and all right and claim for damages I may have against the YMCA of the USA, [MEET\_HOST\_ORGANIZATION] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, their agents, representatives or assigns, and the [MEET\_LOCATION] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for any and all injuries which may be suffered by participants at the [MEET\_NAME] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  Furthermore, we understand that the YMCA of the USA and [MEET\_HOST\_ORGANIZATION] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ are not responsible for any intended or unintended consequences related to removing an athlete from competition for a head injury. This includes, but is not limited to, any financial reimbursement associated with such removal.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_             \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and Signature of Head Coach

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Name and Signature of YMCA Executive Director or Designee

**This is the last page of the Meet Announcement**