

Spring Tune-up 2014
A,B,C Short Course Meet
Hosted By: Lakeview Aquatic Club
May 17 & 18, 2014

Sanction:	This meet is sanctioned by Michigan Swimming, Inc. (MS), as a <i>timed final</i> meet on behalf of USA Swimming (USA-S), Sanction Number MI1314083 . In granting this sanction it is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. MS rules, safety, and warm up procedures will govern the meet as if fully set forth in these meet rules.
Location:	<i>Battle Creek Lakeview High School</i> <i>15060 Helmer Road</i> <i>Battle Creek, MI 49051</i>
Times:	<p><i>Saturday A.M.</i> Warm Up Starts: 8:00 A.M. and Events Begin:9:00 A.M. <i>**There will be a 10 Min break before the 1000.</i></p> <p><i>Saturday P.M.</i> Warm Up Starts: 12:30 P.M. and Events Start: 1:30 P.M.</p> <p><i>Sunday A.M.</i> Warm Up Starts: 8:00 A.M. and Events Begin:9:00 A.M.</p> <p><i>Sunday P.M.</i> Warm Up Starts: 12:30 P.M. and Events Start: 1:30 P.M.</p>
Facilities:	<i>The Lakeview High School Pool</i> is an 8 lane, 25 yard pool <i>with a diving well which will be available for supervised warm-up and warm down.</i> Depth at start is <u> 7 </u> ¹ and <u> 12.5 </u> at turn. Permanent starting blocks and non-turbulent lane markers will be used. <i>Daktronics timing with an _8_ lane display will be used.</i> There is ample balcony seating for spectators. Lockers are available (<i>provide your own lock</i>).

¹Depth at Start must meet State of Michigan requirements.

	Public phones will be available. <i>[The competition course has not been certified in accordance with 104.2.2C(4)]</i>

Eligibility:	<i>Spring Tune-up 2014</i> is for those swimmers <i>with A, B, and C times</i> . All swimmers must be currently registered with United States of America Swimming (USA-S). A swimmer's age on <i>May 17, 2014</i> will determine his/her eligibility for a particular age group.
Deck Registration:	Unregistered swimmers <i>must</i> register on deck at this meet <i>by turning in the athlete registration form and payment to the Meet Referee. The cost of registering on deck is double the normal fee (\$124.00 per swimmer for 2013-14 registration).</i>
Meet Format:	<i>A,B,C Meet. Timed finals.</i>
Entry Limits:	Entries will be accepted on a first come first serve basis by date of email for electronic entries and date of receipt by the entry chair for hard copy entries until the Michigan Swimming Four (4) hour per session maximum time limit is met. As set forth in entry procedures below, (A) a hard copy of your club's entry summary sheet, (B) a hard copy of your club's signed release/waiver agreement (C) your club's certification of entered athletes and (D) your club's entry and entry fees must be received by the Entry Chair in a timely fashion prior to the start of the meet, or your swimmers will not be allowed to swim in the meet. Entries received after the four (4) hour per session time limit has been met will be returned even if received before the entry deadline.
Swimmers Without A Coach:	Any swimmer entered in the meet, unaccompanied by a USA-S member coach, must be certified by a USA-S member coach as being proficient in performing a racing start or must start each race from within the water. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.

Individual Entry Limits:	Swimmers may enter a maximum of 4 events on Saturday and a maximum of 4 events Sunday.
Electronic Entries:	\$__5__ per individual event. Please include a \$1.00 Michigan Swimming surcharge or each swimmer entered. Make checks payable to: Lakeview Aquatic Club.
Paper Entries:	MS rules regarding non-electronic entries apply. \$__6.00__ per individual event There is a \$1.00 additional charge per individual event and \$1.00 per relay event paid if the entry is not submitted in Hy-Tek format. The Michigan Swimming \$1.00 general surcharge for each swimmer also applies to paper entries. Paper entries may be submitted to the entry chair on a spreadsheet of your choice however the paper entry <i>must</i> be logically formatted and must contain all pertinent information to allow the entry chair to easily enter the swimmer(s) in the correct events with correct seed times.
Entry Procedures:	Entries may be submitted to the entry chairperson as of April 19, 2014 at 7:00A.M. The entry chairperson must receive all entries no later than May 9, 2014. Entries must include correct swimmer name (as registered with USA/MS Swimming), age and USA number. You can import the order of events and event numbers from the Michigan Swimming website (http://www.miswim.org/). All individual entries should be submitted via electronic mail to the entry chairperson at mlvann1@gmail.com . All entries will be processed in order by email date code or mail date code. Any entries submitted will be considered provisional until such time as the entry chairperson has received a hard copy of: (a) your club's entries (Team Manager Meet Entries Report), (b) a hard copy of your club's signed release/waiver agreement (c) your clubs signed certification of entered athletes and (d) your club's entry fees. This must be received in a timely fashion prior to the start of the meet or your swimmers will not be allowed to swim in the meet. The complete Spring Tune-up 2014 entry packet with entry forms is available on the Michigan Swimming Website at http://www.miswim.org/
Refunds:	Once a team or individual entry has been received and processed by the entry chair there are no refunds in full or in part unless the "over qualification exception" applies (see MS Rules).

Entry Chair:	<p>Your club's Entry, Entry Summary Sheet, Release/Waiver, Certification of Entered Athletes and Check should be sent via U.S. mail or nationally recognized overnight courier to:</p> <p style="text-align: center;">Mary Vann 5683 6 Mile Road East Leroy, MI 49015 mlvann1@gmail.com (269) 967-2772</p>
Check In:	<p>Check In will be available as of 7:30 A.M. for the morning session and 12:00 P.M. for the afternoon session. Check in is mandatory for all events and is required by the time set forth in this meet announcement. Failure to check in will cause the swimmer to be scratched from all events in that session. Check in will close 15 minutes after the start of warm up for each session. Check in sheets will be posted outside hallway by locker rooms.</p>
Scratch Rules:	<p><u>Prior</u> to check in closing, a swimmer may scratch events at the Clerk of Course. <u>After</u> check in closes, you must see the Meet Referee to scratch an event.</p>
Marshaling:	<p>All events will be self-marshaled.</p>
Seeding:	<p>Seeding will be done after check in closes. Swimmers who fail to check in for an event will be scratched from that event. All events are timed finals and will be seeded slowest to fastest, other than the 1000 freestyle which will be seeded fastest to slowest (alternating genders-women/men).</p>

Deck Entries / Time Trials:	<p><i>Deck entries may be accepted if time and space permit, at the discretion of the Meet Referee and Meet Director. Deck entries are \$7.50. Deck entry swimmers are subject to the Michigan Swimming \$1.00 general surcharge. For deck entries, registration status must be proven by providing a current USA Swimming membership card or a current print out of an athlete roster from the Club Portal, the Club Portal is located on the USA Swimming website. The athlete may also enter by showing their membership from USA Swimming's DECK PASS on a smart phone. Name, athlete ID and club affiliation should then be added to your database just as it appears on the card or list or the swimmer may compete unattached (UN) if they request to do so.</i></p>
Meet Programs / Admissions:	<p><i>\$4.00 per person. 10 & Unders are free. The meet program is \$4.00</i></p>
Scoring:	<p><i>No scoring will be kept.</i></p>
Awards:	<p>10 & Under and 11-12 age groups will be awarded A, B & C individual events will receive 1-8th place ribbons. No awards for 13-14 and Open events.</p>
Results:	<p>Complete meet results will be posted on the Michigan Swimming Website at http://www.miswim.org. Results will also be available on flash drive (HY-TEK Team Manager result file) upon request. Teams must provide their own flash drive.</p>
Concessions:	<p>Food and beverages will be available in <i>the balcony of the spectator area</i>. No food or beverage will be allowed on the deck of the pool, in the locker rooms or in the spectator areas. A hospitality area will be available for coaches and officials.</p>
Lost and Found:	<p><i>Articles may be turned in/picked up at the pool office. Articles not picked up by the end of the meet will be retained by the Meet Director or a representative for at least 14 days (any longer period shall be in the sole discretion of the Meet Director).</i></p>

<p>Swimming Safety:</p>	<p>Michigan Swimming warm up rules will be followed. To protect all swimmers during warm-ups, swimmers are required to enter the pool feet first at all times except when sprint lanes have been designated. No jumping or diving. [The same rules will apply with respect to the warm-down pool and diving well]. Penalties for violating these rules will be in the sole discretion of the Meet Referee which may include ejection from the meet.</p>
<p>Deck Personnel / Locker Rooms / Credentialing:</p>	<p>Only registered and current coaches, athletes, officials and meet personnel are allowed on the deck or in locker rooms. Access to the pool deck may only be granted to any other individual in the event of emergency through approval by the Meet Director or the Meet Referee. The General Chair of MS and the Program Operations Vice-Chair of MS are authorized deck personnel at all MS meets. Personal assistants/helpers of athletes with a disability shall be permitted when requested by an athlete with a disability or a coach of an athlete with a disability.</p> <p>Lists of registered coaches, certified officials and meet personnel will be placed outside the hallway outside the locker rooms. Meet personnel will check the list of approved individuals and issue a credential to be displayed at all times during the meet. This credential will include the host team LAC, Lakeview Aquatic Club as well as the function of the individual being granted access to the pool deck (Coach, Official, Timer, or Meet Personnel). In order to obtain a credential, Coaches and Officials must be current in all certifications through the final date of the meet. Meet personnel must return the credential at the conclusion of working each day and be reissued a credential daily.</p> <p>All access points to the pool deck and locker rooms will either be secured or staffed by a meet worker checking credentials throughout the duration of the meet.</p>
<p>Swimmers with Disabilities:</p>	<p>All swimmers are encouraged to participate. If any of your swimmers have special needs or requests please indicate them on the entry form and with the Clerk of Course and/or the Meet Referee during warm ups.</p>
<p>General Info:</p>	<p>Any errors or omissions in the program will be documented and signed by the meet Referee and available for review at the Clerk of Course for Coaches review. Information will also be covered at the Coaches' Meeting.</p>

First Aid:	Supplies will be kept in the pool office.
Facility Items:	<p>(A) No smoking is allowed in the building or on the grounds of Lakeview High School</p> <p>(B) Pursuant to applicable Michigan law, no glass will be allowed on the deck of the pool or in the locker rooms.</p> <p>(C) No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions.</p> <p>(D) An Emergency Action Plan has been submitted by the Host Club to the Safety Chair and the Program Operations Chair of Michigan Swimming prior to sanction of this meet and is available for review and inspection at the pool office. No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions.</p> <p>(E) To comply with USA Swimming privacy and security policy, the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.</p> <p>(F) Except where 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</p>
Meet Director:	Julie Youngquist mailto:coachyoungquist@yahoo.com (269) 873-2557
Meet Referee:	Scott Appleyard mailto:scott.appleyard@asmnet.com
Safety Marshal:	Andy Fredenburg
Administrative Official:	Mary Vann mlvann1@gmail.com (269) 967-2772
Entry Chair:	Mary Vann mlvann1@gmail.com (269) 967-2772

Spring Tune-up Event List

Sanction #MI1314083

Saturday, May 18th: Warm-up: 8:00 am
Start: 9:00 am

Saturday, May 18th: Warm-up: 12:30 pm
Start: 1:30 pm

Girl's event #	Event	Boy's event #
1	13-14 200 Free	2
3	Open 200 Free	4
5	13-14 100 Breast	6
7	Open 100 Breast	8
9	13-14 100 Back	10
11	Open 100 Back	12
13	13-14 200 IM	14
15	Open 200 IM	16
17	13-14 100 Free	18
19	Open 100 Free	20
21	13-14 200 Fly	22
23	Open 200 Fly	24
25	Open 1000 Freestyle	26

Girl's event #	Event	Boy's Event #
27	11-12 200 Free	28
29	10&Under 200 Free	30
31	11-12 100 Back	32
33	10&Under 100 Back	34
35	11-12 50 Free	36
37	10&Under 50 Free	38
39	11-12 50 Breast	40
41	10&Under 50 Breast	42
43	11-12 100 Fly	44
45	10&Under 100 Fly	46
47	11-12 200 Back	48
49	12&Under 200 IM	50

Sunday, May 19th Warm-up: 8:00 am
 Start: 9:00 am

Sunday 19th Warm-up: 12:30 pm
 Start: 1:30 pm

Girl's event #	Event	Boy's event #
51	13-14 500 Free	52
53	Open 500 Free	54
55	13-14 100 Fly	56
57	Open 100 Fly	58
59	13-14 200 Back	60
61	Open 200 Back	62
63	13-14 200 Breast	64
65	Open 200 Breast	66
67	13-14 50 Free	68
69	Open 50 Free	70
71	Open 400 IM	72

Girl's event #	Event	Boy's event #
73	11-12 200 Breast	74
75	10&Under 100 IM	76
77	11-12 100 IM	78
79	10&Under 50 Fly	80
81	11-12 50 Fly	82
83	10&Under 50 Back	84
85	11-12 50 Back	86
87	10&Under 100 Free	88
89	11-12 100 Free	90
91	10&Under 100 Breast	92
93	11-12 100 Breast	94
95	11-12 200 Fly	96
97	12&Under 500 Free	98

Meet Evaluation Form
Sanction Number: MI1314083

Name of Meet _____

Date of Meet _____

Host of Meet _____

Place of Meet _____

Who do you represent (circle)? the host club a visiting club unattached
 Describe yourself (circle) athlete coach official meet worker spectator

Please rate the overall quality of this meet:

(Please write any compliments or suggestions below or on the reverse side)

	Low		High		
1. Swimming pool (e.g., water quality, ventilation)	1	2	3	4	5
2. Equipment (e.g., timing system, PA system):	1	2	3	4	5
3. Swimmer facilities (e.g., locker rooms, rest areas):	1	2	3	4	5
4. Spectator facilities (e.g., seating, rest rooms):	1	2	3	4	5
5. Meet services (e.g., concessions, admissions, programs):	1	2	3	4	5
6. Officiating	1	2	3	4	5
7. Awards and award presentations:	1	2	3	4	5
8. Safety provisions:	1	2	3	4	5
9. Overall success of the meet:	1	2	3	4	5
10. Other (please specify):	1	2	3	4	5

Return this completed evaluation to a representative of the Meet Host. Thank you.

Meet Host: Copy all of these submitted Meet Evaluations to the current Program Operations Vice-Chair and the Michigan Swimming Office within 30 days.