**2020 NEO Y SWIM LEAGUE**

**DIVISION 3 CHAMPIONSHIP MEET**

**Meet Information**

**Approval #**

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 Lake Erie Swimming, Inc. of USA Swimming.  In granting this approval it is understood and agreed that USA Swimming 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 event.

YMCA Sanction number: xxxxxxxx.
USA-S/Lake Erie Swimming Approval number: xxxxxx.

This meet is a qualifying meet for the Northeast Ohio YMCA Swim League Championship meet which will be held on March 3-4, 2018.

**About the Championship**

Date: February 1, 2020

Ellen Shapiro Natatorium, 515 Oldman Road, Wooster, Oh 44691

Pool: 25 yards by 8 lanes, Daktronics Timing system with digital scoreboard. The depth of the pool at the start end is 6 feet, 7 inches. The depth at the turn end is 13 feet, 0 inches. The competition course has not been certified in accordance with 104.2.2C (4). Spectator seating for over 800 people. A concession stand will be open throughout the meet.

Entry Deadline: Monday, January 27, 2020

Hosted by: Wooster YMCA Swim Team

Meet Director: Matt Chelf, mattc@ymcawayne.org

# About The Championship

This meet is a 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

This meet is a qualifying meet for the Northeast Ohio YMCA Swim League Championship meet which will be held on March 6 and 7.

# Meet Format Waiver

RESERVE THE RIGHT TO MAKE CHANGES: The host organization 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. Changes will be communicated as far in advance as possible. None of the required elements of a sanctioned meet may be changed.

# Location and Facility

Ellen Shapiro Natatorium, 515 Oldman Road, Wooster, Oh 44691

Pool: 25 yards by 8 lanes, Daktronics Timing system with digital scoreboard. The depth of the pool at the start end is 6 feet, 7 inches. The depth at the turn end is 13 feet, 0 inches. Spectator seating for over 800 people. A concession stand will be open throughout the meet.

Men’s and Women’s locker rooms for the swimmers are located off of the pool. Spectator area in the balcony above pool deck is for spectators only; swimmers are not permitted in the spectator area.

# Contact Information

Meet Director: Matt Chelf, mattc@ymcawayne.org

Entry Chairperson: Charlotte Mitchell, charmitch9092@yahoo.com

# Web Site

Meet Information can be found at: www.neoyswim.org

# Meet Timeline:

Saturday AM: Facility opens at 7:30 am.

AM session - 8 & under, 9-10 age groups

Warm up morning group: All girls from 8:00 am – 8:25 am

 All boys from 8:25 am – 8:55 am

The morning session will start at 9:00 am.

PM session – 11-12, 13-14, 15 & Up age groups

Warm up afternoon group: All girls from 12:00 pm – 12:25 pm

 All boys from 12:25 pm – 12:50 pm

The afternoon session will not start before 1:00 pm. Although we do not anticipate any significant delays, any delays in the afternoon session will be announced as soon as it is projected in the AM session.

**MEETING TIMES**:

Coaches Meeting: 8:20 am, if needed, in the hospitality room

Timers Meeting: 8:45 am and 12:45 pm northeast corner of pool deck under the balcony steps.

# 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.

**Required Meets:** **Swimmers must have participated in three (3) YMCA Closed competitions—2 dual meets + 1 YMCA invitational OR 3 dual meets during the 2018- 2019 Season to be eligible.**

**Age:** Per NEO Y Swimming bylaws—age as of December 1, 2019.

**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: Professional Rescuer CPR, First Aid, Safety Training for Swim Coaches (a Lifeguard certification may be used if accompanied by completion of the Safety Training for Swim Coaches online content) and Principles of YMCA Competitive Swimming and Diving. A list of the acceptable certifications can be found in the Swimming Addendum to the Rules That Govern Competitive Sport.

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

**TEAM**

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

**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**: Each swimmer may enter and compete in a maximum of two (2) individual events and two (2) relay events. If a team has fewer than four swimmers entering in as age group, then the swimmers can enter in three (3) individual events. Teams have no limit on the number of entries for each event.

**ENTRY FEES:** Individual events are $4.00 Relay events are $12.00 per relay team.

**ENTRY DEADLINE**: The due date for entries is Monday, January 27, 2020.

**ENTRY PROCEDURE**: Email entries to: charmitch9092@yahoo.com

**PAYMENT:** **Make checks payable to Wooster Swim Team Boosters**. There is an additional fee $2.00 per swimmer for entries not received electronically. Please bring your payment to the meet.

**DECK ENTRIES:** No deck entries will be accepted.

# Check-in Procedure

**MEET CHECK-IN PROCEDURE**: Coaches will check into the hospitality room to pick up their meet packet and deck credentials for qualified coaches.

**COACHES MEETING/SCRATCH MEETING**: Will be announced if one is needed.

**OFFICIALS AND TIMERS MEETING**: Officials meeting will be held 45 minutes prior to the start of each session. Timers meeting will be held 15 minutes prior to the start of each session. Both will meet at the southeast corner of the pool deck.

# Volunteers Information

**REQUIRED OF EACH TEAM:** We will need each team to supply one (1) Officials for each session, two (2) timers for each session, and one (1) Age Group Coordinator to get their own swimmers to the Clerk of Course (8 & Under) or to the Blocks for their events (9 & Older). **It will be each team's responsibility to get their swimmers to the blocks (9 & over) or to the Clerk of Course (8 & under).** Louisville, Ridgewood and North Canton one (1) runner for the am session and Ashland, Orrville and Tusc one (1) runner for the pm session.

**SEND VOLUNTEER INFORMATION:** Please submit a list of your volunteers via email to mattc@ymcawayne.org with “Division Meet Volunteers” as the subject by **January 27, 2020**.

**POOL DECK ACCESS**: All coaches and volunteers must wear a bracelet in order to be admitted onto the pool deck. **PARENTS WHO ARE NOT VOLUNTEERING TO WORK THE MEET WILL NOT BE PERMITTED ON POOL DECK.**

# Championship Procedures and Operations

**RULES**: The meet will run under YMCA Rules that Govern Competitive Sports, Addendum to the YMCA Rules that Govern Competitive Sports, NEO Y Swim League Bylaws, USA-S Technical Rules.

**EVENT SEEDING:** The Meet Director/Administrative Official reserve the right to combine heats.

**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.

**WARM-UP SAFETY PROCEDURES**: Teams will be assigned lanes for warm-ups (see attached). 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.

Lake Erie Swimming safety guidelines and warm-up procedures will be in effect at all times. Coaches must maintain contact with their swimmers during warm-up. There is no diving during warm-up, except in designated sprint lanes.

Swimmers are to sprint one way and climb out at the far end of the pool. Swimmers may be removed from warm-up for violating safety rules.

**CLERK OF COURSE**: There will be a clerk of course for 8 and under individual events. Teams will take their 8 & Under relays directly to the blocks. There is no clerk of course for 9 and older swimmers- they should report directly to the blocks.

**SWIMMERS AREA**: Each team will be supplied an area on the pool deck to gather and wait for their next race. These areas will be identified. Each team will be responsible for their marked off area.

**PROTEST PROCEDURE:** 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

* Deck access is limited to only registered and approved coaches, swimmers, and working officials.
* Deck changes are prohibited.
* The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
* 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.
* Shaving is not permit in any areas of the facility.
* No outside food or beverage is permitted at Spire.

# Awards and Recognition

**SCORING:** Relays = 40,34,32,30,28,26,24,22,18,14,12,10,8,6,4,2

 Individual = 20,17,16,15,14,13,12,11,9,7,6,5,4,3,2,1

**AWARDS:** Heat Winner Ribbons

 Ribbons for 1st – 16th place for relay and individual events

 Team banner awards for 1st – 3rd place

# Spectators

**ADMISSION FEE:** General Admission: $5; Under 5 is Free

**HEAT SHEETS/PROGRAMS**: $5.00 includes both AM and PM session

 **APPAREL/TSHIRTS/RAFFLES: T-shirts will be available from Sign Design**

**CONCESSION STAND**: will be available outside the pool area in the hallway.

**CONDUCT AND RESTRICTIONS**:

* No Flash Photography at the start of competition races.
* Parents are responsible for the conduct of their children. 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.
* Spectators are not permitted on deck
* No smoking, drugs, or alcohol are permitted in the swimming complex.
* No coolers are permitted in the balcony area.
* Swimmers must wear shoes outside of the pool area.
* 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.”

# 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 travel from their Association to the meet, during the entire period of the meet and return to their Association. Appendix 2 must be signed by each association participating in the meet.

**LIABILITY LIMITS**:

* In granting the YMCA Sanctioning, 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).

**CONCUSSION AWARENESS**/ **RETURN TO PLAY LAW:**

Under the Ohio Return to Play Law governing concussions, all coaches and officials (in state or out of state) are required to have proof of training in concussion signs and symptoms. This training is available for free and can be found at [http://www.healthyohioprogram.org](http://www.healthyohioprogram.org/). All coaches and officials are encouraged to take this training. It is your responsibility to take care of this requirement.

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 staffs, 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.

# Parking

Free.

**HOSPITALITY/OUTSIDE FOOD**: A ***coach’s*** hospitality room will be available during the meet. Please be respectful and limit the number of coaches utilizing the hospitality room to a reasonable amount based on the athletes you have participating. Please indicate the number of coaches on the meet entry form. All coaches must display the deck pass (wristband is required to be worn by all coaches) issued by the meet host to have access to the hospitality room.

**REQUIRED FORMS**: An Executive Declaration form must be on file for every team prior to the start of the meet. Please email these to Ryan Miller at coachryan@cfyntigersharks.com by Friday, January 24, 2020. Teams failing to submit this required paperwork will not be permitted to compete.