**NEO Y SWIM LEAGUE**

**DIVISION 2 CHAMPIONSHIP MEET**

**Meet Information**

**About the Championship**

Date: February 3, 2018

Location: University of Akron Ocasek Natatorium

Entry Deadline: January 26, 2018

Hosted by: North Canton YMCA Swim Team

Meet Director: Bob Reolfi - Reobob@aol.com

# 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.

This meet is a qualifying meet for the Northeast Ohio YMCA Swim League Championship meet which will be held on March 2-3, 2018.

# 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

Location: Ocasek Natatorium—402 Carroll St. Akron, OH 44304

Competition will be held in the 8 lane, 25 yard competition pool with an optional 9 lane warm down pool at the other end.

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# Contact Information

Meet Director: Bob Reolfi Reobob@aol.com

# Web Site

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

Online Meet Results: Meet Mobile will be available for this meet

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# Meet Timeline: TENTATIVE—will be finalized by 1/8/18

***NOTE: The facility will not open until 7:00am on Saturday.***

**Session 1: 8 & Unders and 9-10 age groups**

Warm up: Girls from 7:30-7:55am. Sprint lanes from 7:45-7:55am.

Boys from 7:55-8:20am. Sprint lanes from 8:10-8:20am

Meet start time is 8:30am.

**Session 2: 11-12, 13-14,** **15 & Up age groups**

Warm up: \*Girls from 11:30-11:55am Sprint lanes from 11:45-11:55am

\*Boys from 11:55am-12:20pm Sprint lanes from 12:10-12:20pm

\*Meet start time is scheduled for 12:30pm

**\*Time line for Session 2 is subject to change once Session 1 entries are received. If timeline needs to be adjusted coaches will receive an email the week of January 29. It is then the coaches responsibility to inform their parents of changes.**

**MEETING TIMES**:

**Session 1**: Coaches Meeting: 7:15am in the Hospitality room

Officials Meeting: 7:30am in the Hospitality room

Timers Meeting: 8:00am outside the Hospitality room

**Session 2: TBA**

# 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 2017-2018 Season to be eligible.**

**Age:** Per NEO Y Swimming bylaws—age as of December 1, 2017.

**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.

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# 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.

**USA-S IDs:** Only USA-S registered athletes should have an ID number in the Meet Entry File.

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

**ENTRY DEADLINE**: The due date for entries is Friday, January 26, 2018.

**ENTRY PROCEDURE**: Email entries to: Keith Turnbull - Lesmorte@gmail.com

**PAYMENT:** Make checks payable to North Canton YMCA. There is an additional fee $5.00 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 Pool Entrance in the hallway to pick up their meet packet and deck credentials for qualified coaches.

**COACHES MEETING/SCRATCH MEETING**:

**Session 1:** 7:15 in the hospitality room

**Session 2:** Will be announced if needed

**OFFICIALS AND TIMERS MEETING**:

**Session 1 Officials**: 7:30 in the hospitality room

**Session 1 Timers**: 8:00 outside hospitality room

**Session 2**: TBA

# Volunteers Information

**REQUIRED OF EACH TEAM:** Each team is required to supply **at least Two (2) Officials, If you have more that would like to work they will be used, Four (4) timers (2 for each Session)**, and Age Group Coaches to get their own swimmers to the Clerk of Course or to the Blocks for their events. **It will be each team's responsibility to get their swimmers to the blocks (9 & over) or to the Clerk of Course (8 & under individual events only. Each team is responsible to get their 8 & Under relays to blocks).**

**SEND VOLUNTEER INFORMATION:** Please submit a list of your volunteers via email to Bob Reolfi at **reobob@aol.com** with “Division Meet Volunteers Sheet” (this will be sent to coaches at a later date) by **January 29, 2018**.

**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.**

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# 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 (will be provided in coaches packet). During designated warm up sessions, athletes may only enter the competition pool 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 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. But we will be asking teams to 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 have available space on the pool deck for his/her team.

**STARTS**: 'Fly-over' starts may be used at this meet at the discretion of the meet. Should fly-over starts be used, all swimmers (except for Backstroke starts) should remain in the water at the completion of their race until the next heat has begun.

**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.
* 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.
* 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.

# 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: $6; Under 5 is Free.

**HEAT SHEETS/PROGRAMS**: Full Day Heat Sheets will be available online, there will be a limited number printed and for sale for $5.00.

**APPAREL/TSHIRTS/RAFFLES:** We will have a vendor onsite making custom meet apparel. Aquatic Outfitters of Ohio will also be available for apparel and gear purchases.

**CONCESSION STAND**: A concession stand will be available.

**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 outside food or beverage is permitted.

# 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.

**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 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.

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# Directions

**From the north, taking I-77 S**

Follow I-77 south to exit 23B (Cuyahoga Falls), which is for OH-8 north.

On OH-8 north, take the first exit (Exit 1A) for Carroll Street and Buchtel Avenue.

Go past Carroll Street. Turn left onto Buchtel Avenue.

The East Campus Parking Deck is to left.

In less than one mile on Buchtel Avenue, you will come to the North Campus Parking Deck, which

abuts Simmons Hall, and a deck for visitor parking.

**From the north, taking OH-8 S**

Follow OH-8 south to Exit 1A, the Buchtel Avenue exit.

Merge onto Goodkirk St. and turn right onto Buchtel Ave.

Turn left on Spicer St. and the East Campus Parking Deck will be on the left.

Or continue on Buchtel Ave. and Simmons Hall to the North Campus Parking Deck and a deck for

visitor parking.

**From the south, taking I-77 N/OH-8 N**

Follow I-77 north. Take Exit 125A (Cuyahoga Falls) to OH-8 north.

On OH-8 north, take the first exit (Exit 1A) for Carroll Street and Buchtel Avenue.

Go past Carroll Street. Turn left onto Buchtel Avenue.

The East Campus Parking Deck is to left. In less than one mile, you will come to the North

Campus Parking Deck, which abuts Simmons Hall, and a deck for visitor parking.

**From the west, taking I-76 E**

Follow I-76 east (I-77 south) to exit 23B (Cuyahoga Falls), which is for OH-8 north.

On OH-8 north, take the first exit (Exit 1A) for Carroll Street and Buchtel Avenue.

Go past Carroll Street. Turn left onto Buchtel Avenue.

The East Campus Parking Deck is to left.

In less than one mile on Buchtel Avenue, you will come to the North Campus Parking Deck, which

abuts Simmons Hall, and a deck for visitor parking.

**From the east, taking I-76 W**

Follow I-76 west to Exit 23B to merge onto OH-8 north.

On OH-8 north, take the first exit (Exit 1A) for Carroll Street and Buchtel Avenue.

Go past Carroll Street. Turn left onto Buchtel Avenue.

The East Campus Parking Deck is to left.

In less than one mile on Buchtel Avenue, you will come to the North Campus Parking Deck, which

abuts Simmons Hall, and a deck for visitor parking.

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# Parking

Free. There will be a designated area for parking adjacent to the Aquatic and Fitness building. If the facility decides parking passes are required all coaches will be emailed the parking pass to distribute to their teams.

**HOSPITALITY/OUTSIDE FOOD**: A ***coach’s*** hospitality room will be available during the meet for working coaches and officials only. 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 ro

**REQUIRED FORMS & CERTIFICATIONS**: Per Y-USA and NEO Y Swim League policies.

1. An Executive Declaration form must be on file for every team prior to the start of the meet. Please email these to Debbie Josif at dJosif@ymcastark.org by Friday, January 26, 2018. Teams failing to submit this required paperwork and coach certifications will not be permitted to compete- NO EXCEPTIONS.

2. Each coach must have completed and provide proof of the completion of Concussion Awareness and Lindsay’s Law courses. This must be submitted in one file with all coaches’ certificates with your team’s entry. Please email these to Debbie Josif at djosif@ymcastark.org by Friday, January 26, 2018. Teams failing to submit this required paperwork and coach certifications will not be permitted to compete- NO EXCEPTIONS.

**YMCA Sanctioned Championship Meet Declaration Form**

Return signed form to the meet director ([Reobob@aol.com](mailto:Reobob@aol.com)) prior to January 26, 2018. Teams failing to do so will not be permitted to participate in this meet.

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

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

**Meet Name**: NEO Y SWIM LEAGUE DIVISION 2 CHAMPIONSHIP MEET

**Meet Date(s):** February 3, 2018

**Meet Host:** North Canton YMCA

**Meet Location:** University of Akron Ocasek Natatorium

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We the undersigned attest to the following:

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

**COACHES** - All coaches representing the YMCA above hold current certifications in CPR Pro, First Aid, Coaches Safety Training and Principles of YMCA Competitive Swimming and Diving and have completed the annual YMCA coach registration online. Additionally per Ohio law, coaches must have completed Concussion and Lindsay’s Law training.

**INSURANCE** - Our Association now has insurance coverage for representative(s) including leadership and participants who will be in attendance at the NEO Y SWIM LEAGUE DIVISION 2 CHAMPIONSHIP MEET for the period of travel from our Association to the meet, during the entire period of the meet and return to our Association. 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 travel to and from and during their participation in the NEO Y SWIM LEAGUE DIVISION 2 CHAMPIONSHIP MEET.

**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, YMCA of Central Stark County and the North Canton YMCA, their agents, representatives or assigns, and the University of Akron Ocasek Natatorium for any and all injuries which may be suffered by participants at the NEO Y SWIM LEAGUE DIVISION 2 CHAMPIONSHIP MEET. Furthermore, we understand that the YMCA of the USA and YMCA of Central Stark County and the North Canton YMCA 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.

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*Name and Signature of Head Coach*

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*Name and Signature of YMCA Executive Director or Designee*

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