NEO Y SWIM LEAGUE

DIVISION 1 CHAMPIONSHIP MEET

MEET INFORMATION

About the Championship

Date: February 1, 2020

Location: Spire Institute

Entry Deadline: Sunday, January 26, 2020

Hosted by: Geauga YMCA Otter Swim Team

Meet Director: Jodi Clute jclute@clevelandymca.org

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 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.

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 6-7, 2020.

This meet will be run in a dual pool format- with two pools running simultaneously. All 10 & Under events will be swam in the deep end pool (diving board end). All 11 & over events will be swam in the shallow end pool (score board end). Teams will have warm-up time in each pool.

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: Spire Insitute—5201 Spire Circle, Geneva, Ohio
Competition will be held in one of the 25 yard pools in all 20 lanes, with an optional warm down pool at the other end. Seating capacity is 1200. The competition course has been certified in accordance with 104.2.2C (4). The copy of such certification is on file with USA Swimming. The depth of the pool at the start end is 14 feet. The depth at the turn end is 14 feet. Men's and Women's locker rooms are off the pool deck but are not accessible to parents during the meet. Colorado timing system and scoreboard are available.

CONTACT INFORMATION

Meet Director: Jodi Clute jclute@clevelandymca.org
Entry Chairperson: Jodi Clute jclute@clevelandymca.org
Meet Referee: Judith Rozic jklavery@yahoo.com
Administrative Official: Heidi Brooker heidibrooker@hotmail.com
Officials Coordinator: Judith Rozic jklavery@yahoo.com
Safety Director: Kevin McCardle kmccardle@clevelandymca.org

WEB SITE

Meet Information can be found at: www.neoyswim.org
Online Meet Results: Meet Mobile will be available for this meet

MEET TIMELINE: TENTATIVE—WILL BE FINALIZED BY 1/20/20

The facility will not open until 10:00am on Saturday. If you arrive early, please wait patiently in the food court area. DO NOT ENTER THE POOL AREA BEFORE 10:00am.

Saturday AM: Facility opens at 10:00am.
Warm up group #1 (see attached chart) from 10:15-10:35am. Sprint lanes from 10:35-10:45am.
Warm up group #2 (see attached chart) from 10:45-11:05am. Sprint lanes from 11:05-11:15am.
Meet start time is 11:20am.

MEETING TIMES:
Coaches Meeting: 10:00 am in the timing room (if needed).
Timers Meeting: 10:45 am outside the timing room
Officials Meeting: 10:15 am outside the timing room

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 2019-2020 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:

- 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.

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: 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 Sunday, January 26, 2020.

ENTRY PROCEDURE: Email entries to: jclute@clevelandymca.org.

PAYMENT: Make checks payable to GEAUGA YMCA. 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 timing 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: Timers Meeting: 10:45 am outside the timing room
Officials Meeting: 10:15 am outside the timing room

VOLUNTEERS INFORMATION

REQUIRED OF EACH TEAM: We will need each team to supply four (4) Officials (2 for each pool), six (6) timers (3 for each pool), and up to four (4) Age Group Coordinators assist in getting swimmers to the blocks for their events. **It will be each team's responsibility to get their swimmers to the blocks for all age groups. There will not be a clerk of course at this meet.**

VOLUNTEER INFORMATION: Please utilize this sign up genius link and provide your volunteer information by Monday, January 27, 2020.
https://www.signupgenius.com/go/30E0B4FA5A62FA5F58-division1

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 is no clerk of course. Swimmers 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.

STARTS: 'Fly-over' starts may be used at this meet at the discretion of the meet referee in the 11 & over pool only. 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 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: You are encouraged to print your own heat sheet at home, as there will not be any for sale on the day of the meet. Heat sheets will be posted on www.neoyswim.org by Friday, January 31st and emailed to coaches for distribution. This meet will also be available on meet mobile.

APPAREL/TSHIRTS/RAFFLES: GO will have multiple Chinese raffle items at the meet for families to purchase tickets and a 50/50 raffle. We will have a vendor onsite making custom meet apparel.

CONCESSION STAND: Spire offers a full service restaurant, Spire Fuel, adjacent to the pool area

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 at Spire.

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 of the USA-S/LESI approval, it is understood and agreed that USA Swimming and LESI 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.
- 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. 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.

DIRECTIONS

From Cleveland:
Go East on I-90. Exit off the Geneva Exit (exit #218 on Rt. 534). Take a left at the light heading north. SPIRE entrance will be on your right.
From Erie:
Go West on I-90. Exit off the Geneva Exit (exit #218 on Rt. 534). Take a right off the exit heading north. SPIRE entrance will be on your right.
From Pittsburgh:
Take PA Turnpike to OH Turnpike. Take first exit marked 680 towards Youngstown. The road will take you around Youngstown and then exit 680 onto Route 711 at exit 3a. Route 711 then turns into Route 11. Stay on Route 11 about 40 miles until you hit I-90 and take that west for two exits to the

Geneva Exit (exit #218 on Rt. 534). Take a right off the exit heading north. SPIRE entrance will be on your right.

PARKING

Free. There will be a designated area for parking adjacent to the Aquatic and Fitness building. Swimmer drop-off is on the south entrance of the Aquatic Center, denoted by signage. Please do not park in front of the building unless you have a handicapped designation sticker for that reserved space; handicap parking is located next to the swimmer drop-off entrance.

HOSPITALITY/OUTSIDE FOOD: Absolutely no outside food and/or beverage is allowed, per Spire Institute Policy. This applies to all participants, coaches and spectators. A ***coaches*** 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 & 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 Jodi Clute at jclute@clevelandymca.org by Monday, January 27, 2020. 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 the NEO Y Swim League. 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 (jclute@clevelandymca.org) with meet entries prior to January 26, 2020. 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 1 CHAMPIONSHIP MEET
Meet Date(s): February 1, 2020
Meet Host: Geauga YMCA
Meet Location: Spire Institute

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 1 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 1 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 Greater Cleveland and the Geauga Family YMCA, their agents, representatives or assigns, and the Spire Institute for any and all injuries which may be suffered by participants at the NEO Y SWIM LEAGUE DIVISION 1 CHAMPIONSHIP MEET. Furthermore we understand that the YMCA of the USA and YMCA of Greater Cleveland and the Geauga Family 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.

_____ _____
Name and Signature of Head Coach

_____ _____
Name and Signature of YMCA Executive Director or Designee

_____
Date

WARM-UP SCHEDULE

If necessary we will revise lane assignments, based on entries and notify coaches of any changes.
Deep end Pool = 10 & Unders
Shallow end Pool = 11 & Overs

Lane	**10:15-10:35**	**10:35-10:45**	**10:45-11:05**	**11:05-11:15**
Deep End 0	***GEAUGA***	One way sprints	***LAKE CENTRAL***	One way sprints
Deep End 1	***GEAUGA***	One way sprints	***LAKE CENTRAL***	One way sprints
Deep End 2	***GEAUGA***	One way sprints	***LAKE CENTRAL***	One way sprints
Deep End 3	***GEAUGA***	One way sprints	***GREEN***	One way sprints
Deep End 4	***MEYER'S LAKE***	One way sprints	***GREEN***	One way sprints
Deep End 5	***MEYER'S LAKE***	One way sprints	***GREEN***	One
Deep End 6	***WADSWORTH***	One way sprints	***LAKE EAST***	One way sprints
Deep End 7	***WADSWORTH***	One way sprints	***LAKE EAST***	One way sprints
Deep End 8	***WADSWORTH***	One way sprints	***ASHTABULA***	One way sprints
Deep End 9	***WADSWORTH***	One way sprints	***ASHTABULA***	One way sprints
Lane	**10:15-10:35**	**10:35-10:45**	**10:45-11:05**	**11:05-11:15**
Shallow 0	***LAKE CENTRAL***	One way sprints	***GEAUGA***	One way sprints
Shallow 1	***LAKE CENTRAL***	One way sprints	***GEAUGA***	One way sprints
Shallow 2	***LAKE CENTRAL***	One way sprints	***GEAUGA***	One way sprints
Shallow 3	***GREEN***	One way sprints	***GEAUGA***	One way sprints
Shallow 4	***GREEN***	One way sprints	***MEYER'S LAKE***	One way sprints
Shallow 5	***GREEN***	One way sprints	***MEYER'S LAKE***	One way sprints
Shallow 6	***LAKE EAST***	One way sprints	***WADSWORTH***	One way sprints
Shallow 7	***LAKE EAST***	One way sprints	***WADSWORTH***	One way sprints
Shallow 8	***ASHTABULA***	One way sprints	***WADSWORTH***	One way sprints
Shallow 9	***ASHTABULA***	One way sprints	***WADSWORTH***	One way sprints

EVENT LIST