**MAY July Heatwave**

**Meet Announcement**

**About the Meet**

Date: Saturday-Sunday July 9th-10th

Location: DeNunzio Pool, Princeton University

Entry Deadline: Friday July 2nd, 2022

Hosted by: Madison Area YMCA

Meet Director: Ellen Mace, besmarttinc@gmail.com

Web Site: besmarttinc.com

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# About The Meet

This meet is a sanctioned, closed, inter-association 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. The meet is YMCA sanctioned and approved by NJ LSC of USA Swimming.

YMCA Sanction number: xxxxxxxx.
USA-S/NJS Approval number xxxxxx. [if appropriate]

**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 and USA-S Approved meet 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** | **Warm-Up** | **Start** |
| Facility opens at 6:45am |
| Session 1 | 12 & Under | 7:00am | 7:55am |
| Session 2 | 11 & Over Distance | TBA\*\* | TBA\*\* |
| Session 3 | 13 & Over | TBA\*\* | TBA\*\* |
| **Sunday** | **Warm-Up** | **Start** |
| Facility opens at 6:45am |
| Session 4 | 12 & Under | 7:00am | 7:55am |
| Session 5 | 11 & Over Distance | TBA\*\* | TBA\*\* |
| Session 6 | 13 & Over | TBA\*\* | TBA\*\* |

**INCLEMENT WEATHER/CANCELATION:** In case of severe weather conditions or other emergency situations which force cancellation of any portion of this meet **no refunds will be made on any entry fees or swimmer surcharges**. The meet committee will make all decisions concerning meet cancellation after consulting with Princeton University. The decision of the meet committee is final.

**COVID-19 RELATED PROTOCOLS:** For the health and safety of everyone involved in this event, all protocols and procedures as required by local and state health authorities, the host YMCA, the host facility and the USA Swimming LSC will be followed. These are included in this document.

**Princeton University requires that all people entering the DeNunzio pool attest to COVID-19 vaccination or a recent negative test in accordance with University protocols: https://ehs.princeton.edu/VisitorPolicy.**

# Location and Facility

Location: DeNunzio Pool, Princeton University. 47 Faculty Road, Princeton NJ 08540 (Google Maps: <https://goo.gl/maps/S2TT1rzXZnD5S52N7>)

Emergency Phone Number: 609-258-1000. This number is Princeton Police. For questions about the meet call the meet director 609-558-0988.

The Princeton DeNunzio pool is configured as an 8-lane, 50-meter course. Water depth at start is 9’ and at the turn end is 14’. A Colorado Time electronic timing system will be used. The competition course nas not been certified in accordance with 104.2.2C (4).

Seating for swimmers is on the lower tiers of the stone bench seating. Seating for spectators is on the upper tiers. No external “camp” chairs may be brought into the facility.

Princeton University provides free visitor Wi-Fi.

# Web Site

Meet Information can be found at: besmarttinc.com

Online Meet Results: Meet Mobile & besmarttinc.com.

# Contact Information

Meet Director: Ellen Mace, 609-558-0988, besmarttinc@gmail.com

Entry Chairperson: Be Smartt Inc, besmarttinc@gmail.com

Meet Referee: Paige Chang, paigechang@gmail.com

Administrative Official: Be Smartt Inc, besmarttinc@gmail.com

Officials Coordinator: Paige Chang, paigechang@gmail.com

Safety Director: Jon Siegel, JSiegel@madisonymca.org.

# 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 not older than twenty-one (21) years of age on the first day Meet.

**Times**: The meet has no time standards. Swimmers should be entered seed times in each event. No-time “NT” entries will not be accepted.

**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**:
 **4** individual events, **1** relay event per day
 **8** individual events, **2** relay events in the meet.

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

**TIME STANDARDS**: There are no time standards for this meet.

**TIMES:**. No Times (NT) are not allowed. Submit entry times LCM. Converted times are permitted.

**ENTRY FEES**: Individual event: $10, Distance Event (800, 1500 Freestyle): $15, Relay Event: $24. There will be a $20 swimmer surcharge.

**HEAT-LIMITED EVENTS:** The distance sessions will be limited to approximately 1¾ hours. Once entries have been received the meet director will determine how many heats of the events will be possible and offer swimmers shut out of the events the opportunity to register for other events in the regular sessions.

**ENTRY DEADLINE**: Saturday July 2nd at 6pm.

**ENTRY PROCEDURE**: Entries must be submitted as a Team Manager/Team Unify entry file to besmarttinc@gmail.com

**PAYMENT:**  Bring Check payable to ***Madison MPO*** to the first session of the meet where the team is competing.

**OVER-SUBSCRIPTION**: Entries will be accepted until the meet fills. Teams will be notified if their entries are not accepted.

# Volunteers/Officials/Timers

**OFFICIALS AND TIMERS:** Participating YMCAs are encouraged to provide officials to run the meet. Officials should contact the meet referee Paige Chang paigechang@gmail.com with their availability for the meet.

A timing assignment schedule will be distributed to coaches of participating clubs a week before the meet.

# Check-in Procedure

**MEET CHECK-IN PROCEDURE**: Coaches should pick up scratch sheets from the scoring table at the beginning of warm-up for each session. Completed scratch sheets should be returned by the time printed on the sheets, 35 minutes before the start of the session. Failure to return scratch sheets in a timely manner may result in a team being scratched from the session.

**COACHES MEETING/SCRATCH MEETING**: There are no meetings planned. An announcement on the PA system will be made if a meeting is necessary.

**OFFICIALS AND TIMERS MEETINGS**: There will be announcements on the PA system for timers with the meeting location and time. There will be a sign-up sheet outside the conference room for officials and there will be an officials’ meeting approximately half an hour before each session. This will also be announced on the PA system.

# Championship Procedures and Operations

**MEET COMMITTEE:** The Committee will consist of the Meet Director, Meet Referee and three coaches.

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

**MEET FORMAT**: The meet will be swum using a Timed Finals format. Swimmer’s age will be determined as of December 1st, 2021.

**EVENT SEEDING**: Events will be seeded Slowest to Fastest. The distance events will alternate genders. The Meet Referee/Administrative Official reserves 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 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**: No penalty will be incurred for an unscratched swimmer who fails to report to the starting blocks for his/her scheduled event. However, the event will be counted toward the swimmer’s maximum allowable swims for that day. The swimmer may be allowed to swim the event in a later heat or a subsequent event if the swimmer is at the starting end of the pool, ready to swim, and an open lane is available. However, an additional heat will not be scheduled to accommodate the swimmer.

**WARM-UP SAFETY PROCEDURES**: Teams will be assigned lanes for warm-ups, except for the distance sessions where an open warm-up may be conducted, depending on the number of entries. 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.

**SWIMS (USA-S):** This meet has been approved by USA Swimming. Therefore, all individual times will be automatically submitted for entry into SWIMS as long as USA-S ID numbers have been included with your entry.

**RESULTS:** Any results displayed on the scoreboard and on Meet Mobile are unofficial until final results are published. Results will be posted on besmarttinc.com at the end of each session.

**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 Meet 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

* 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.
* Glass, Food, and Chairs are 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.
* Massage tables are not permitted.
* 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 tiers of the stands.
* Shaving is not permitted in any areas of the facility.

# Awards and Recognition

**SCORING:** The meet will not be scored.

**AWARDS:** None.

# Spectators

***Spectators will be permitted up to the venue capacity on a first-come, first-served basis*.** Princeton University may clear the spectator area between sessions.

**ADMISSION FEE: $10** per session.

**HEAT SHEETS/PROGRAMS**: Heat sheets will be available on Meet Mobile and will be published on besmarttinc.com

**CONCESSION STAND**: None.

**SEAT SAVING POLICY**: Seats may not be saved.

**HANDICAP SEATING:** There are handicap seating spaces on the top level of the stands at the front of the concourse.

**CONDUCT AND RESTRICTIONS**:

* No Flash Photography at the start of competition races.
* No personal chairs are allowed in the spectator area.
* 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 unless assisting with timing.
* No smoking, drugs, or alcohol are permitted in the swimming complex.

**LIVE STREAMING:** The meet will not be live streamed.

# 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 of the USA-S/New Jersey Swimming approval, it is understood and agreed that USA Swimming and New Jersey 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 meet.
* In granting the YMCA Sanction, 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.
* By entering the meet, teams, coaches, and swimmers waive and release any and all claims against Princeton University, and Be Smartt Inc. and their staffs for any injuries and/or expenses incurred at the swim meet, or while on the road to and from the meet

**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. Defibrillators will be on site.

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.

**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**: 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:** Princeton University policy is not to close the pool during an electrical storm. Doors to the outside may be closed.

**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.

**EVACUATION PROCEDURE:** Follow the facility posted directions.

# Directions

Google Maps: https://goo.gl/maps/S2TT1rzXZnD5S52N7

# Lodging

* Holiday Inn, 100 Independence Way. 609-520-1200 Ask for special rate
* Staybridge Suites, 4375 Route 1. 609-951-0009 Ask for sports group rate
* Residence Inn by Marriott, 4225 Route 1. 732-329-9600 Rates include breakfast
* Princeton Courtyard by Marriott, Route 1 & Mapleton Rd. 609-726-9100 Rates include breakfast

# Parking

Princeton University is constructing new facilities and Lot 21, the parking lot next to the pool is only available for drop-off/pickup and ADA parking. Princeton University staff will direct all coaches, officials, and spectators to parking on Harrison Street or the North Garage on Prospect Avenue. People should walk or wait for a shuttle bus to the natatorium and plan on an additional 10-15 minutes to park and get to the facility.

Princeton campus map: http://pr.princeton.edu/campusmap/PUCampusMap.pdf

# APPENDIX 1: Order of Events

**Session 1 Saturday 12 & Under**

|  |  |  |
| --- | --- | --- |
| **Girls** | **12 & Under Event** | **Boys** |
| #1 | 200 Freestyle Relay | #2 |
| #3 | 200 Butterfly | #4 |
| #5 | 50 Backstroke | #6 |
| #7 | 100 Breaststroke | #8 |
| #9 | 200 IM# | #10 |
| #11 | 100 Freestyle | #12 |
| #13 | 50 Butterfly | #14 |
| #15 | 200 Backstroke | #16 |

**Session 2 Saturday Distance**

|  |  |  |
| --- | --- | --- |
| **Women** | **Age Group & Event** | **Men** |
| #17 | 11 & Older 400 IM | #18 |
| #19 | 12 & Older 800 Freestyle | #20 |

**Session 3 Saturday 13 & Over**

|  |  |  |
| --- | --- | --- |
| **Women** | **13 & Over Event** | **Men** |
| #21 | 200 Freestyle Relay | #22 |
| #23 | 200 Breaststroke | #24 |
| #25 | 50 Freestyle | #26 |
| #27 | 100 Butterfly | #28 |
| #29 | 50 Breaststroke | #30 |
| #31 | 200 Freestyle | #32 |
| #33 | 100 Backstroke | #34 |

# APPENDIX 1: Order of Events…*continued*

**Session 4 Sunday 12 & Under**

|  |  |  |
| --- | --- | --- |
| **Girls** | **12 & Under Event** | **Boys** |
| #35 | 200 Medley Relay | #36 |
| #37 | 200 Breaststroke | #38 |
| #39 | 50 Freestyle | #40 |
| #41 | 100 Butterfly | #42 |
| #43 | 50 Breaststroke | #44 |
| #45 | 200 Freestyle | #46 |
| #47 | 100 Backstroke | #48 |

**Session 5 Sunday**

|  |  |  |
| --- | --- | --- |
| **Women** | **Age Group & Event** | **Men** |
| #49 | 11 & Older 400 Freestyle | #50 |
| #51 | 12 & Older 1500 Freestyle | #52 |

**Session 6 Sunday 13 & Over**

|  |  |  |
| --- | --- | --- |
| **Women** | **13 & Over Event** | **Men** |
| #53 | 200 Medley Relay | #54 |
| #55 | 200 Butterfly | #56 |
| #57 | 50 Backstroke | #58 |
| #59 | 100 Breaststroke | #60 |
| #61 | 200 IM | #62 |
| #63 | 100 Freestyle | #64 |
| #65 | 50 Butterfly | #66 |
| #67 | 200 Backstroke | #68 |

# APPENDIX 3: YMCA Sanctioned Meet Declaration Form

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

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

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

**Meet Name**: MAY July Heat Wave

**Meet Date(s):** Saturday-Sunday July 9th-10th

**Meet Host:** Madison Area YMCA

**Meet Location:** DeNunzio Pool, Princeton University 47 Faculty Rd, Princeton NJ 08540

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 MAY July Heat Wave meet 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 MAY July Heat Wave 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, Madison Area YMCA, their agents, representatives or assigns, and Princeton University, and Be Smartt Inc, for any and all injuries which may be suffered by participants at the MAY July Heat Wave meet. Furthermore, we understand that the YMCA of the USA and Madison Area 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

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