

Midlakes Division III --- B CHAMPS
Saturday July 12th 2014
Kingsgate Royals Pool

Dear Coaches & Team Reps.,

Enclosed you will find information regarding Division III B-Champs. Please read all the information carefully. This information will also be posted at www.midlakeswimleague.org click on Champs Meet information.

Please note that team entries must be received **by 10:00am on WEDNESDAY July 9th 2014**. Please email them to our scorekeeper Pam Warnick kpwarnick@comcast.net. Be sure to consult your Midlakes notebook for all rules and regulations regarding B-Champs entries. Specific instructions for Div III entries is on page 3 of this document. Please remember that we can not accept entries that have NT – please double check your line ups and be sure there is a time for each swimmer.

The North Side of the pool deck is reserved for Coaches only. **WE ASK FOR YOUR ASSISTANCE IN COMMUNICATING TO YOUR SWIMMERS AND PARENTS THEY ARE NOT ALLOWED ON THIS PART OF THE DECK.** The only coaches that will be allowed on deck at the B Champs are those listed on the Midlakes Web Site. If you have a coach/assistant not listed on the Midlakes Web Site then please email their names to Deanna Crowe awins@aol.com please include what team you are from.

All teams will be setting up near the baseball field in the grass area. We recommend you bring bug spray as we do have mosquitoes. There will be short term spectator viewing on the south side of the pool deck. A map of the pool deck is attached.

The team volunteer assignment spread sheet is attached as a separate document and should be returned in the same exact format of the excel spread sheet. **This is also due on WEDNESDAY July 9th** via email to Deanna Crowe awins@aol.com We thank you for providing only one volunteer per shift who has experience doing what they sign up for. Please remind your volunteers that they are not allowed to have their children or anyone else on the deck with them. We ask that your teams volunteer coordinator be at the volunteer check in booth near the baby pool. Volunteers should check in about 15 minutes prior to the shift change. Please do not check in any sooner than that as we need to be sure all volunteers are in attendance at the shift change time. Contact Deanna right away if you have any questions or concerns. Any changes to the volunteers should be emailed to Deanna awins@aol.com by NOON on FRIDAY. We print name tags.

All timers and judges are to attend the 8:30am meeting. This is a very important meeting with “B Champ” meet specific instructions that they need to know. The timer sheets are printed in advance and do not include any changes from the scratch meeting – the timers are informed of the specific instructions on how to handle that at the 8:30am meeting.

Heat Sheets based on the meet entries will be for sale for \$4.00 and can be purchased in the white tent on the basketball court in the grass field area. The printed heat sheets will be based on the entries your coach submitted. Any changes to the line ups will not be included in this print. We will, as soon as possible after the scratch meeting, post a corrected heat sheet on the tennis court fence. Coaches and Stroke and Turn officials will receive a complementary copy at check in.

Midlakes T-Shirts (\$15.00) and sweat shirts (\$35.00) will be sold in the white tent on the basketball court in the grass field. Checks are payable to KGR – please be sure your team name and phone number are on your checks.

We look forward to seeing you at B-Champs

Deanna Crowe Meet Director awins@aol.com 425.823.9766

Pam Warnick Scorekeeping kpwarnick@comcast.net 425.820.3704

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Team Warm-Ups

Teams have 20 minutes to warm up and dive

7:05 – 7:25	KGR
7:25 – 7:45	SW
7:45 – 8:05	PL
8:05 – 8:25	OL
8:25 – 8:45	MH

7:00 am Breakfast Concessions Open, lunch starts at 11:00am

7:30 am Heat sheets & T-Shirt Booth opens (tent area)

8:00 am Coaches Meeting: grass lawn by baby pool, *Coffee & Donuts provided*

8:30 am Timers and Judges Meeting (announcers booth)

This meeting is for ALL timers and Judges, even later shifts

Each club is required to bring their own digital stop watches.

8:30 am Clerk of Course area opens

all first shift volunteers must check in at volunteer booth

8:55 am National Anthem

9:00 am Meet Begins

10:30 am 2nd shift Timers, Judges, and Volunteer Coordinators for each team
report to volunteer check in

12:30 pm 3rd shift Timers, Judges, and Volunteer Coordinators for each team
report to volunteer check in

Medals and ribbons will be available at the end of the meet.

Heat Winner Ribbons will be given to all heats except relays

*Thank you for encouraging your team and parents to clean up the pool and park areas
before leaving.*

B-Champ Entry Instructions

Parent Reps & Coaches,

B-champ entries are due on WEDNESDAY July 9th by 10:00 am please email them to our Kingsgate Royals Scorekeeper Pam Warnick kpwarnick@comcast.net.

- 1) TM Meet Entries
- 2) Complete team roster
- 3) Meet Entries Report either pdf or word doc

Please make sure that you

- 1) Include alternates for your relays
- 2) Do not assign heats and lanes to your TM entry file
- 3) Double check to be sure that you didn't accidentally include an exhibition entry.

I will accept changes to your entries up until Friday July 11th by noon.

We hope this will help the Coaches scratch meeting go faster.

Do not send a new TM entry file, just the swimmers name and event change.

You will receive a team specific heat sheet with your requested changes at the pool on Saturday prior to the scratch meeting. Please use this heat sheet for scratch meeting changes and turn it in to the scorekeeper before the meet begins.

I will endeavor to get each team a copy of the heat sheet some time before Saturday.

Please contact me with any questions or concerns.

Scorekeeper 2013 Division III B-Champs

Pam Warnick

kpwarnick@comcast.net

425.820.3704

Mobile 425-445-2402

THE POOL AREA FOR B CHAMPS WILL BE DIFFERENT FROM A REGULAR MEET AT OUR POOL.

- All swimmers must check in with the Clerk of Course
- Once checked in swimmers will be escorted by our volunteers to the staging area.
- Parents are NOT allowed beyond this point. Please help us follow this procedure.
- The south side of the pool deck is reserved for short term spectators.
- The rest of the deck is reserved for coaches, officials, and swimmer staging.
- Restrooms are located along the North East Fence.
- On deck access to the restrooms is provided for Coaches and Officials only.
- Heat Winner Ribbons are awarded to all heats except relays.

WE APPRECIATE YOUR COOPERATION AND LOOK FORWARD TO A FANTASTIC DAY.

