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The Southbridge Swim Team would like to welcome you to the **2022 Black Divisional Swim Meet**! The meet will be held at the Southbridge community pool located at **17325 River Ridge Boulevard, Southbridge, VA 22026.**

**Directions, Parking, and Team Area**

* Take Route 234 South (Dumfries Road)
* Cross over I-95 (exit 152-A)
* Turn left onto U.S. 1 North (Jefferson Davis Highway)
* Take the 1st right onto Wayside Drive
* Turn left onto River Ridge Boulevard
* Pool is on the right before stop sign

Parking is available in the community center parking lot on both sides of the facility as well as street parking surrounding the pool in the neighborhood on River Ridge Boulevard. Please obey all traffic signs and laws. Camping diagram outlines where each team should set up. Overflow tent camping is available in the grassy areas/parking areas outside the venue, which may minimize onsite parking. Set-up is only permitted on Saturday morning no earlier than 0530. Southbridge should park in alternate locations to the fullest extent possible. Three (3) reserved parking spaces will be available for each team with a permit. Permits are distributed to each team’s computer operators.

Our two Visiting Teams may set up tents on the upper pool deck around the large (closed) pool as identified on the SBST Pool Layout transmitted under separate cover. A limited number of chairs will be available. Your team may put up banners and posters on the fences surrounding the pool in their areas. Please ensure banners/posters are appropriate and reflect good sportsmanship and are removed along with all trash at the conclusion of the meet.

**Warm ups and Meet Time Line**

|  |  |  |
| --- | --- | --- |
| **Team** | **Start** | **Stop** |
| Southbridge | 5:50 AM | 6:10 AM |
| Montclair | 6:10 AM | 6:30 AM |
| Virginia Oaks | 6:30 AM | 6:50 AM |
| Meet | 7:00 AM | ~12:30 PM |

\* National Anthem at 6:57 AM.

**Entries**

* All entries and team record files are due to **Emily Lattanzi** by **THURSDAY at 4pm.**
* Submissions by e-mail to [emily.lattanzi@outlook.com](mailto:emily.lattanzi@outlook.com) using Team Manager Software files are required.
* Relays (Limited to 2 relay entries per team)
  + Montclair – Lanes 1&4
  + Virginia Oaks – Lanes 2&5
  + Southbridge – Lanes 3&6

**Volunteers and Equipment**

**We will run two volunteer shifts.**

**Timers and Recorders**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Lane #** | **1** | **2** | **3** | **4** | **5** | **6** |
| **Timer** | Montclair | Montclair | Montclair | Montclair | Montclair | Montclair |
| **Timer** | VA Oaks | VA Oaks | VA Oaks | VA Oaks | VA Oaks | VA Oaks |
| **Timer** | Southbridge | Southbridge | Southbridge | Southbridge | Southbridge | Southbridge |
| **Recorder** | VA Oaks | Southbridge | Montclair | VA Oaks | Montclair | Southbridge |

**Head Timer –** Please provide one head timer for your team to cover one volunteer shift. Southbridge will cover both shifts to have one head timer on each end.

**Timer’s Meeting** – 6:40am on the pool deck– timers for all shifts should attend.

**Watches** – Provide your own watches

**Administrative Officials**

* **Clerk of Course:** We will have two clerk of course areas - one clerk of course for boys and one for girls. Because of the two areas, we will require four clerk of course volunteers per visiting team per shift to assist with organizing heats, identifying swimmers, and moving heats to the starting blocks.
  + Volunteers should check in by **6:45am** with the Head Clerk of Course on the pool deck.
  + Please notify the Clerk of Course of any “no show” swimmers or scratches as the earliest opportunity.
* **Runners:** Each team will provide two runners per shift for entry cards and DQ slips. Please check in with the dry deck / computer operators for further information.
* **Scoring:** Each team will provide two scoring volunteers per shift to assist with scoring throughout the meet. *A minimum of one person per team will need to be available at all times throughout the meet until results are finalized.*
* **Ribbons:** Each team will provide one ribbon volunteer per shift.
* **Computer Operations:** Each team will provide one computer operator per shift to assist with data entry and printing throughout the meet. Our Head Computer Operator for this meet is Emily Lattanzi who can be reached at [emily.lattanzi@outlook.com](mailto:emily.lattanzi@outlook.com).
  + Team relay cards will be available at this time and handed out to coaches.
  + Montclair is requested to bring your computer and printer to run award labels. Virginia Oaks is requested to bring their computer/printer as backup which may be left in your vehicle unless needed.

**Stroke and Turn, Starter, Referee Officials**

* The lead official for this meet is **Cathie Mumford** and can be reached at [cathiemumford@yahoo.com](mailto:cathiemumford@yahoo.com)
* The visiting team is asked to provide a minimum of 3-4 Stroke and Turn officials, one Referee, and one Starter for wet deck operations.
  + Please bring your starting system as a backup which may be left in your vehicle unless needed.
  + Specific assignments will be made at the officials meeting at **6:30 am** on the pool deck by the starting system.
* Meet participants are reminded deck officials are responsible for providing fair and equitable conditions during the meet. Head coaches from either team should bring any questions concerning results, scores, disqualifications, times, records, awards, or lane/heat assignments to the Head Referee. Matters will be resolved as quickly as possible with the official(s) concerned.
* The backstroke flags at each end of the pool are located at the 5-meter standard.
* Do to the timeline, Southbridge may look to use dive-over starts, for swimmers 11 and over. If applicable, the use of dive-over starts will be addressed at the officials meeting. If there are any concerns about the use of this protocol, please raise them with the lead official at the officials meeting or in advance of the meet start.
* Equipment Needs:
  + DQ slips
  + Starter System (fully charged)

**Other Meet Information**

* The Southbridge Community Pool also contains a large pool with slide and a baby pool which are closed during the meet. Our meet will take place in the 6-lane event pool.
* There is a roped off viewing area on the lane 1 side of the pool. Spectators are asked to stay behind the roped-off pool deck unless filling a volunteer position on deck. This area is off-limits to all tents/chairs.
* Concessions will be available from the beginning of the meet, providing a selection of foods and drinks for sale. Concessions accepts cash and credit cards, as well as apple pay.
* We do not sell Meet Programs at concessions, but encourage you to distribute them electronically to your team prior to the meet. Printouts will be available only to officials and coaches.
* We will have an announcer to inform participants and volunteers of reporting times as well as general announcements and results. If you would like to submit special event announcements such as for birthdays or special occasions, please give that information directly to the meet announcer at the meet.
* A tent and chairs will be set up for both visiting team coaches on deck.
* Lifeguards are provided for water and pool deck safety. First-Aid will be provided at the Lifeguard station at the base of the clubhouse.
* Please observe all reserved parking spots – vehicles are TOWED without warning.
* Divisionals – T-shirts: if you ordered a divisionals t-shirt, you can pay and pick it up at the meet using check or PayPal. A limited number will be available for purchase on a first come, first serve basis at a cost of $20 each.

**Please Support our Sponsors**

* [Prince William Swim Club – the Amberjax](https://www.teamunify.com/team/vapwsc/page/home)
* [Sport Fair – The Swimmer’s Outfitter](https://www.sportfairusa.com)
* [Utz Quality Foods](https://www.utzsnacks.com/)
* [Karen Radley Acura](https://www.karenradleyacura.com/)
* [Cardinal Management Group](https://www.cardinalmanagementgroup.com/)

If you need additional information, please contact Annemarie Juhlin at [ajuhlin@msn.com](mailto:ajuhlin@msn.com) or at 571-264-6265 or visit our webpage at [www.southbridgeswimteam.com](http://www.southbridgeswimteam.com)