



CENTRAL ZONE 14 & UNDER CHAMPIONSHIP MEETS
August 1-4, 2019



Meet entries may be submitted by LSC only.
Separate entries from individuals or clubs will not be accepted.
Particulars for each site at end of document.

- SANCTION:** Held under the sanction of USA Swimming. In granting this sanction it is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.
- RULES:** Current USA Swimming rules will govern the Meets. Participating athletes must be ages 14 & Under, registered with USA Swimming in one of the participating LSCs, and have achieved qualifying times as described in the Eligibility section of this document.
- Use of audio or visual recording devices, including a cell phone, is not permitted in behind the blocks, in changing areas, rest rooms, or locker rooms during warm-up or competition.
 - 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.
 - Flash photography will not be allowed during the start of any heat. Individuals using flash photography near the start of a heat may be ejected from the meet facility.
- MEET SCHEDULE:**
- A. Age Groups 11-12 and 13-14:**
- **Prelims** for 11-12 and 13-14: Warm-up 7 a.m., Start 8:40 a.m.
 - **Finals** Thursday, Friday, Saturday, Sunday – Start time will be determined after entries are processed
 - **Warm-ups** may be split for the preliminary sessions. (If split, each warm-up session shall be a minimum of 40 minutes.)
 - **Warm-up for finals** will start at conclusion of 10 and under session.
 - **Finals** will start one hour after the start of warm-up.
- B. Age Group 10-U:**
- **Timed finals:** Thursday, Friday, Saturday: Warm-up at the conclusion of the a.m. session
 - **Meet Start:** one hour later.
 - **Warm-ups** for 10 and under events may be split.
 - Note: Start times for 10 & U sessions and finals sessions will be posted on the CZ and host websites by 6:00 p.m. Tuesday, prior to the meet and at the venue
- C.** At the request of the swimmer's coach and at the discretion of the Referee, at least 15 minutes will occur between swims for the same individual.
- TEAM REGISTRATION:**
- A. Registration will be held at: Wednesday July 31, from 1 p.m. to 6 p.m.
 - B. All teams should schedule their arrival to register during these hours.
 - C. Note: This registration period is for team managers/coaches only; swimmers do not need to register individually with the meet host.
 - D. LSCs are encouraged to inform their swimmers in advance of exactly when and where the team will assemble at the venue.
- SAFETY/WARM-UP PROCEDURES:**
- A. Safety procedures of USA Swimming, including feet-first entry, will be followed.
 - B. Specific warm-up procedures will be posted and distributed at the General Meeting.
 - C. Coaches must be in control of their swimmers during their warm-up times.

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- LSC REPRESENTATIVE:**
- A. Each LSC must have a representative and alternate to act as a liaison between the LSC and the Meet Director. It is recommended that these persons NOT be the LSC's Head Coach.
 - B. These designated persons must be identified to the Meet Director either with the meet entries or at the General Meeting on Wednesday *date* prior to the start of the Meet.
- ATHLETE CONDUCT:**
- A. CODE OF CONDUCT and MEDICAL RELEASE sample forms are available on the Central Zone Website in the Zone Manual.
 - B. Each LSC's representative must have these documents available to the host at all times.
 - C. The Code of Conduct will be enforced.
 - D. Deck changes are prohibited.
- ELIGIBILITY:**
- A. **Membership:** All athletes must be Premium (not Flex or seasonal) USA Swimming members with the LSC they represent and be age 14 or under. Deck Pass is acceptable proof of USA Swimming membership.
 - B. **Swimmer's Age:** Age of swimmer for pool competition shall be as of August 1, the first day of the pool competition.
 - C. **Certification:** Any swimmer entered in the meet must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.
 - D. **Qualifying Time/Eligibility:**
 - Swimmers must have achieved a National AAA time (LCM, SCM, SCY) between the first day of the first Zone Meet of the previous year (August 2, 2018) and the entry deadline date for the current Central Zone Meet.
 - Swimmers who have achieved the short course National AAA time, but not the long course time during the qualification period, must enter with the time they have actually achieved annotating that it is short course yards (Y) or short course meters (S).
 - Swimmers who achieve individual event cuts for the meets listed below prior to their respective assigned Zone Championship entry deadline shall not be eligible to compete in that particular stroke and distance, including relay events. Swimmers who have achieved an individual event cut for the meets listed below prior to their respective assigned Zone Championship entry deadline in the 100 back, 100 breast, or 100 fly shall not be eligible to enter the corresponding 50 stroke or swim that stroke in the 200 medley relay.
 - 1) National Championships
 - 2) Summer Junior National Championships
 - 3) US Open
 - Entry times must be verifiable in SWIMS (USA Swimming Times database)
 - Disability Swimmers: Each LSC may enter six (6) swimmers with a disability age 14 and Under in any manner deemed appropriate who are not required to have achieved the qualifying time standards for their age group/events, but must have an official time in any event entered.
 - If the LSC has no qualifiers or fewer than two (2) qualifiers in an event, the LSC may enter up to two (2) swimmers maximum in that event. The non-qualifying entries shall be entered at NT and will be seeded last.

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- RELAY ENTRIES:**
- A. The LSC must coordinate relay entries.
 - B. Determination of the swimmers composing the relays is at the discretion of the LSC.
 - C. List **relay-only** swimmers on the **appropriate form** and submit with entries.
- DISABILITY ENTRIES:**
- A. Swimmers with disabilities shall be highlighted on the hard copy of the LSC's meet entry.
 - B. Classification of a swimmer with a disability is irrelevant.
 - C. LSCs must use the Disability Entry Form to enter a swimmer with a disability.
- ENTRY LIMITS:**
- A. Swimmers may enter no more than six (6) individual events of which no more than three (3) may occur on any given day.
 - C. Each LSC may enter two (2) relays per relay event.
 - D. No limit exists on the number of swimmers that an LSC may enter in an individual event.
- ENTRY RESPONSIBILITY:**
- A. The LSC coach, swimmer, or swimmer representative who enters any Central Zone Championship Meet thereby attests that all times on the entry are true and correct achieved qualifying times for each event entered and that all entered swimmers are eligible under current rules. He/she assumes all responsibility for false or incorrect times or times which are unacceptable under USA Swimming or Central Zone rules and shall be assessed a \$100 penalty payable to the Central Zone for each false or incorrect entry unless absolved of the fine by the elected officers of the Central Zone, their designee or a Zone Board of Review. Additional action or penalty may be taken or levied as deemed appropriate by the Central Zone or USA Swimming.
 - B. Appeal of fines or penalties imposed is to be made to the elected officers of the Central Zone, their designee, and/or a Zone Board of Review.
- ENTRY FEES:**
- \$6.00 per individual pool event
 - \$12.00 per relay
 - \$1.00 per swimmer Central Zone surcharge
- ENTRY DEADLINE:**
- A. Entries must be submitted to the host entry chairperson electronically by Monday 6:00 p.m. (July 29) preceding the meet. There will be a fine of \$200.00 assessed for any entry not submitted by the 6:00 p.m. deadline.
 - The documents of the pool entries and other meet information including the completed Swimmers with a Disability Entry Form, Meet Staff Form and Relay-only Entry Form must accompany the team entry file and be sent electronically.
 - It is the responsibility of each LSC to verify entry times, receipt and readability of any entries, and submission of entry by Noon Monday.
 - Meet Entry chair must verify receipt of entries by email or follow-up phone call to the host entry chair.
 - B. Each LSC shall receive a team entry report and psych sheet including an exception report of the LSC team entries via e-mail by 6:00 p.m. Monday (July 29) preceding the meet.
 - Any corrections to the original entries should be formatted in a new entry file and sent to the entry chair via email by **Noon** on Tuesday (July 30).
 - **Justification** of the exception report should be included in a word document or PDF file.
 - Entry fees are due before the start of the General Meeting.
 - No new swimmers may be added to LSC entries after the July 31 Tuesday Noon deadline.

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- Any corrections or updates after Noon on Tuesday shall go to the eligibility jury.
- C. **There will be no deck entries at this meet.**

ENTRY PROCEDURES:

- A. The LSC must submit its entries as one team, using the **LSC** as the club designation.
- All individual and relay entries shall be consolidated and submitted as one entry. Separate entries from individuals or clubs will not be accepted.
 - LSC entry chair shall verify times and eligibility of swimmers before submitting entries to host.
- B. Each LSC must identify, on the official entry form, the name of the LSC and the name, address and telephone number, and email of the person in charge of entries for that LSC.
- C. Each swimmer entry must include first and last name; age as of the first day of the Meet; and complete USA Swimming registration number. For relay only swimmers, the Relay-Only Swimmer Entry Form must be included with the entry.
- D. Entries for swimmers with a disability should be sent on separate entry form indicating preference for seeding.

ELIGIBILITY PROTESTS:

- A. Eligibility protests pertaining to the eligibility of any swimmer to compete or to represent an organization shall be submitted to the Eligibility Jury.
- The Eligibility Jury will be appointed by the Meet Referee and consist of an athlete, a coach, and an official
 - All protests made prior to or during the championship shall be submitted to the Eligibility Jury on a form prescribed by the Zone (*available in CZ Manual Appendix*) and accompanied by a \$50 fee, which shall be returned if the protest is upheld. The \$50 fee shall not be required for protests submitted by the Meet Referee or the host LSC Entry Chairperson(s).
 - Protests shall be heard by the jury, and, if possible, decisions rendered before the start of events on the day in which the protested swimmer competes, but no later than the last night of the championships. The opportunity to be heard shall be given to both the party lodging the protest and the party or parties charged.
 - Until the Eligibility Jury renders a decision, the swimmer may compete under protest. An announcement to this effect shall be made prior to the race. The results of any race conducted under protest shall not be announced, nor prizes awarded, nor points scored until the jury has determined if and how their decision may affect the final scoring or awards.
 - The decision of the jury may be appealed by either party to the Zone Board of Review, pursuant to Article 403. Protests submitted after the last day of the championships shall be submitted directly to the Zone Board of Review.

DIVISIONS:

- A. **Competition Divisions:** The competition shall be divided into two (2) divisions: Able-Bodied Swimmers (D1) and Swimmers with a Disability (D2).
- Divisions shall be seeded together in prelims, but swum separately at finals.
 - D2 shall have A finals only in the same events as D1.
 - The Referee, in consultation with the swimmer and/or the swimmer's coach, shall have the authority to make special seeding accommodations during prelim and/or timed final events for D2 swimmers.
 - The Meet Referee, Administrative Official, and Central Zone Championship Meet Coordinator, in consultation with the swimmer, and/or swimmer's coach, will determine the placement and order of D2 events in Finals. This includes, but not

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limited to, combining gender, age group, distance or event. A conference call will be conducted by the Meet Referee, Administrative Official, and Central Zone Championship Meet Coordinator from each meet site, once entries have been closed and D2 events/entries have been identified, to ensure consistency in format and procedure throughout the Central Zone 14 and Under Championship Meets.

- D2 events shall be scored.
- D2 events shall be included in the awards ceremony.
- Prior to all sessions of the meet, if deemed necessary for the safety of the D2 swimmers, a separate warm-up lane shall be designated for D2 swimmers only.

SEEDING/CONDUCT:

A: Conduct:

- Preliminary/Finals format except for the following:
 - 800, 1500 Free and 400 IM for the 11-12 and 13-14
 - 200s of stroke (back, breast, butterfly) and 400 free for the 11-12 with fastest heat of each swum in finals
 - All Relays which will be timed finals.
- In finals, the consolation heat shall precede the championship heat.
- Fly-over starts will be used for the prelim sessions. Fly-over starts will only be used in the afternoon 10 & Under sessions if necessary because of timeline concerns and if agreed upon by the meet director, meet referee, and championship coordinator.
- 10 & Under – Timed Finals.

B: Seeding Order:

- First – Conforming times (L)
- Second – Non-conforming times (S then Y)
- Third – Bonus NT

C. Distance Events:

- **800 freestyle timed finals** – fastest seeded 13-14 heat swimming shall swim in finals. In the morning prelim session, the fastest heat of the 11-12 girls shall swim first, followed by the fastest seeded heat of the 11-12 boys, followed by all others seeded by time, swum fastest to slowest with age groups and genders combined.
 - 11-12 and 13-14 1500 free timed finals** – swum in the ‘afternoon’ session on the 4th day of competition, top eight (8) qualifiers from each age group and gender swimming in ‘championship’ heats at the beginning of the session. All others will swim according to seed time (fastest to slowest) in following heats regardless of age or gender.
 - 11-12 400 freestyle timed finals** – the fastest seeded heat of girls and boys will swim in finals. The remaining heats shall be swum fastest to slowest in the prelim session, alternating girls and boys.
 - 400 IM timed finals** – the fastest seeded heat for the 11-12 and 13-14 shall swim with finals. The remaining heats shall be swum fastest to slowest in the prelim session, alternating girls and boys.
- **The 11-12 200s of stroke** (back, breast, butterfly) shall be timed finals with the fastest seeded heat swimming in finals. All other 200s of stroke for the 11-12 heats shall be swum in the preliminary session, swimming slowest to fastest in event order.

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D. Relays:

- **11-12 and 13-14 relays** will be timed finals, with all relays competing in the finals sessions with the exception of the 11-12 and 13-14 freestyle relay which shall be swum at the end of the preliminary session on the 4th day of competition. Moving relays to a different session will require unanimous consent by all LSCs and the meet referee.
- **10 and Under** relays will be timed finals, swum during the afternoon sessions.

SCRATCHES/CHECK-IN:

- A. **Scratch Rules:** All individual events will conform to USA Swimming National Scratch Procedure Rules (207.11.6 A-E). There is no penalty for failure to compete in a timed final event. A coach or a swimmer may declare a false start.
- B. **Scratch Deadline:** A scratch box will be available at registration, the General Meeting, and throughout all meet sessions. All athletes or their coaches are required to fill out a scratch slip, verified by the Clerk of Course, and place it in the scratch box prior to the scratch deadline for that event. This applies to all events, timed final, preliminary and relays.
- Scratch deadline for First Day's events shall be 15 minutes after the conclusion of the General Meeting.
 - Scratch deadline for Second Day's events shall be 30 minutes after the start of First Day's evening finals session.
 - Scratch deadline for Third Day's events shall be 30 minutes after the start of Second Day's evening finals session.
 - Scratch deadline for Fourth Day's events shall be 30 minutes after the start of Third Day's evening finals session.
- C. **Positive Check-in:** Entrants in the 800 and 1500 free must check in and confirm their intention to compete prior to the scratch deadline in order to be seeded. 800 entrants shall declare at check-in their desire for an early swim by clearly marking AM on the check-in sheet next to their name.
- D. **Relay Check-in:** Teams shall check in relays and confirm their intention to compete prior to the scratch deadline in order to be seeded.
- E. **Relay cards** designating the swimmers' names shall be submitted to meet management on the day of the relay. Names and order of swimmers may be changed up to the time of the swim. Only coaches may make changes to 11-12 and 10 & Under relays.
- F. **Scratching from Finals.**
- USA Swimming National Scratch Procedure Guidelines (207.11.6 D) will be followed.
 - LSCs whose swimmers in the Final or Consolation heats on Sunday evening fail to scratch shall be fined a \$100 penalty per swim unless excused under Exceptions for Failure to Compete.
 - 1) All funds shall remain with the meet host.
 - 2) Failure on the part of the LSC to pay imposed penalties shall result in barring from future zone championships.

SCORING:

- A. Individual events:
20, 17, 16, 15, 14, 13, 12, 11, 9, 7, 6, 5, 4, 3, 2, 1
- B. Relay events:
40, 34, 32, 30, 28, 26, 24, 22, 18, 14, 12, 10, 8, 6, 4, 2

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- RESULTS:**
- A. Results will be posted and announced.
 - B. Relay lead-off splits and initial splits
 - All valid lead-off splits from relays will be uploaded to SWIMS.
 - All requests for initial splits from an individual event must be made to the Meet Referee and the Admin Referee for approval. Request Form will be required.
 - All requests for initial splits not made at the meet shall be directed to the attention of the Meet Referee and the Admin Official for processing. Requests submitted later than 45 days after the conclusion of the meet will not be accepted. The local LSC Times Officer will be responsible for adding any updates approved by the Meet Referee and Admin Official to the SWIMS database.
- FINALS, READY AREA AND SWIMMER INTRODUCTIONS:**
- A. Swimmers in the 11-12 and 13-14 championship finals shall report to the ready area
 - Consolation Finals swimmers' names shall be announced during the heat.
 - Championship Finals swimmers' names shall be announced prior to the start of the race while swimmers are behind the blocks.
 - B. All 10 & U swimmers shall report directly to their assigned lanes.
 - 10 & Under Finals swimmers' names shall be announced while swimmers are competing in the water for all but the fastest heat. Swimmers' names for the fastest heat will be announced prior to the start of the race while swimmers are behind the blocks.
- AWARDS:**
- A. Individual Pool events: 1-8 place: medals with neck ribbons; 9-16 place: ribbons
 - B. Relay events: 1-3 place: medals with neck ribbons; 4-8 place: ribbons
 - C. High Point Award: 1-3 for boys and girls in each age group.
 - D. Team Awards: 1-3 combined points.
- DECK PASSES/ CREDENTIALS:**
- A. Deck Passes/Credentials for LSC coaches and team managers will be issued to the representative of each LSC according to the list submitted with the entry form, not to exceed one (1) per ten (10) swimmers, with a minimum of five (5) passes. USA Swimming registration (Deck Pass acceptable) must be shown at check-in to receive a deck pass.
 - B. Each athlete, coach, official and volunteer will be issued a meet credential.
 - C. Credentials must be displayed at all times while in the venue.
- COMPLEMENTARY GENERAL ADMISSION:**
- A. Each LSC will receive six (6) complimentary admission tickets and programs per session. These are not deck passes or hospitality passes – strictly an admission pass.
- MEET PROGRAM/ FINAL RESULTS:**
- Meet Program and Final Results will be available.
- GENERAL MEETING:**
- A pre-meet General Meeting will be scheduled for Wednesday. Meet procedures and meet information will be discussed.
- At least one representative from each LSC must be present for this meeting.
 - Members of the Technical Jury and Eligibility Jury will be identified.
 - No deviation from the published Meet Information may occur without unanimous agreement by all designated LSC representatives.
 - Warm-up lanes/times will be assigned at this meeting. Procedures will be distributed.
- OFFICIALS' MEETING:**
- This meet will be an Officials Qualifying Meet (OQM).**
- An officials' meeting will convene one hour prior to the start of each session.
- VOLUNTEERS:**
- Timers and officials from visiting LSCs are encouraged and welcome. .

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SCHEDULE OF EVENTS

DAY 1 and 2

Day 1 Morning 11-12 and 13-14 Prelims

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
5	11-12 200 Back - TF	6
7	13-14 200 Back	8
9	11-12 50 Fly	10
11	13-14 50 Fly	12
13	11-12 100 Breast	14
15	13-14 100 Breast	16
1	11-12 800 Free - TF	2
	Awards Events 1-2	
3	13-14 800 Free - TF	4

Fastest heat of 11-12 swum first; fastest heat of 13-14 in finals; rest swum fastest to slowest, mixed gender

Day 1 Afternoon 10&U Timed Finals

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
101	10&U 50 Breast	102
	Awards Events 101-102	
103	10&U 100 Free	104
	Awards Events 103-104	
105	10&U 50 Back	106
	Awards Events 105-106	
107	10&U 400 Free	108
	Awards Events 107-108	

Day 1 Evening 11-12 and 13-14 Finals

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
3	13-14 800 Free – 1 Heat	4
	Awards Events 3-4	
5	11-12 200 Back – 1 Heat	6
7	13-14 200 Back	8
	Awards Events 5-8	
9	11-12 50 Fly	10
11	13-14 50 Fly	12
	Awards Events 9-12	
13	11-12 100 Breast	14
15	13-14 100 Breast	16
	Awards Events 13-16	
17	11-12 400 FR	18
19	13-14 400 FR	20
	Awards Events 17-20	

Day 2 Morning 11-12 and 13-14 Prelims

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
21	11-12 200 Free	22
23	13-14 200 Free	24
25	11-12 100 Fly	26
27	13-14 100 Fly	28
29	11-12 50 Free	30
31	13-14 50 Free	32
33	11-12 400 IM - TF	34
35	13-14 400 IM - TF	36

Day 2 Afternoon 10&U Timed Finals

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
109	10&U 200 IM	110
	Awards Events 109-110	
111	10&U 50 Free	112
	Awards Events 111-112	
113	10&U 100 Breast	114
	Awards Events 113-114	
115	10&U 100 Fly	116
	Awards Events 115-116	
117	10&U 200 FR	118
	Awards Events 117-118	

Day 2 Evening 11-12 and 13-14 Finals

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
21	11-12 200 Free	22
23	13-14 200 Free	24
	Awards Events 21-24	
25	11-12 100 Fly	26
27	13-14 100 Fly	28
	Awards Events 25-28	
29	11-12 50 Free	30
31	13-14 50 Free	32
	Awards Events 29-32	
33	11-12 400 IM – 1 Heat	34
35	13-14 400 IM – 1 Heat	36
	Awards Events 33-36	
37	11-12 200 MR	38
39	13-14 200 MR	40
	Awards Events 37-40	

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SCHEDULE OF EVENTS

DAY 3 and 4

Day 3 Morning 11-12 and 13-14 Prelims

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
41	11-12 100 Back	42
43	13-14 100 Back	44
45	11-12 200 Fly – TF	46
47	13-14 200 Fly	48
49	11-12 50 Breast	50
51	13-14 50 Breast	52
53	11-12 400 Free – TF	54
55	13-14 400 Free - PF	56

Day 3 Afternoon 10&U Timed Finals

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
119	10&U 200 Free	120
	Awards Events 119-120	
121	10&U 50 Fly	122
	Awards Events 121-122	
123	10&U 100 Back	124
	Awards Events 123-124	
125	10&U 200 MR	126
	Awards Events 125-126	

Day 3 Evening 11-12 and 13-14 Finals

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
41	11-12 100 Back	42
43	13-14 100 Back	44
	Awards Events 41-44	
45	11-12 200 Fly – 1 Heat	46
47	13-14 200 Fly	48
	Awards Events 45-48	
49	11-12 50 Breast	50
51	13-14 50 Breast	52
	Awards Events 49-52	
53	11-12 400 Free – 1 heat	54
55	13-14 400 Free	56
	Awards Events 53-56	
57	11-12 400 MR	58
59	13-14 400 MR	60
	Awards Events 57-60	

Day 4 Morning 11-12 and 13-14 Prelims

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
69	11-12 100 Free	70
71	13-14 100 Free	72
73	11-12 200 Breast - TF	74
75	13-14 200 Breast	76
77	11-12 50 Back	78
79	13-14 50 Back	80
81	11-12 200 IM	82
83	13-14 200 IM	84
61	11-12 200 FR	62
63	13-14 200 FR	64

Awards Events 61-64

Day 4 Afternoon 11-12 & 13-14 1500m Timed Finals

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
65	11-12 1500 Free - TF	66
67	13-14 1500 Free - TF	68

Awards Events 65-68

Fastest heats of 11-12, 13-14 girls boys, swum first;
Rest of heats swum fastest to slowest, mixed
gender

Day 4 Evening 11-12 and 13-14 Finals

<u>Girls</u>	<u>Event</u>	<u>Boys</u>
69	11-12 100 Free	70
71	13-14 100 Free	72
	Awards Events 69-72	
73	11-12 200 Breast – 1 heat	74
75	13-14 200 Breast	76
	Awards Events 73-76	
77	11-12 50 Back	78
79	13-14 50 Back	80
	Awards Events 77-80	
81	11-12 200 IM	82
83	13-14 200 IM	84

Awards Events 81-83