

SAMPLE MEET INVITATION INFORMATION DURING COVID-19

1. Name of meet
2. Sponsor of meet
3. The statement: "This meet is held under sanction of USA Swimming and Snake River Swimming, Inc., Sanction No. _____. 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.
4. Include the statement: "The competition pool "has/has not been" certified in accordance with USA Swimming Rule 104.2.2C(4).
5. *****Per USA Swimming Sanction Requirement effective Oct 1, 2020, an attestation statement in which the meet host attests the conduct of the meet will adhere to local jurisdiction guidelines. Suggested language:**
" In applying for this sanction, the Host, _____ (Club or other entity) agrees to comply and to enforce all health and safety mandates and guidelines of USA Swimming , Snake River Swimming, the State of Idaho south of Idaho County, the counties of Elko, White Pine, and Eureka in the State of Nevada and Malhuer County in the State of Oregon of Health protocols and requirement or local guidelines. ****
(updated statement from USA Swimming for LSC Sanction Requirement)
6. Date of the meet
7. Location of the meet, including address
8. Description of the meet - Pentathlon, C meet, Invitational, Time Trial, etc. **(For Virtual Meet, it might state: the "HOST Team" will merge the meet after each team has completed the meet for result purposes)**

Add:

Mask/cloth face covering must be worn properly according to CDC guidelines and cover the nose and mouth.

"An inherent risk of exposure to COVID-19 exists in any public place where people are present COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and individual with underlying medical conditions are especially vulnerable.

USA Swimming, Inc cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading COVID-19 while participating in USA Swimming sanctioned events. It is not possible to prevent against the presence of the disease. Therefore, if you choose to participate in a USA Swimming sanctioned event, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.

BY ATTENDING OR PARTICIPATING IN THE COMPETITION, YOU VOLUNTARY ASSUME ALL RISKS ASSOCIATED WITH EXPOSURE TO COVID-19 AND FOREVER RELEASE AND HOLD HARMLESS USA SWIMMING AND SNAKE RIVER SWIMMING AND EACH OF THEIR OFFICERS, DIRECTOS, AGENTS, EMPLOYEES OR OTHER REPRESENTATIVES FROM ANY LIABILITY OR CLAIMS INCLUDING FOR PERSONAL INJURIES, DEATH, DISEASE OR PROPERTY LOSSES, OR ANY OTHER LOSS, INCLUDING BUT NOT LIMITED TO CLAIMS OF NEGLIGENCE AND GIVE UP ANY CLAIMS YOU MAY HAVE TO SEEK DAMAGES, WHETHER KNOWN OR UNKNOWN, FORESEEN OR UNFORESEEN, IN CONNECTION WITH

EXPOSURE, INFECTION AND/OR SPREAD OF COVID-19 RELATED TO PARTICIPATION IN THIS COMPETITION.

You acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that your family, including child(ren), may be exposed to or infected by COVID-19 while on site at the pool or facility and that such exposure or infection may result in the personal injury, illness, permanent disability, and death. You understand that the risk of becoming exposed to or infected by COVID-19 at the pool or facility may result from the actions, omissions, or negligence of myself and others, including, but not limited to, the (HOST TEAM) and other swim teams participating in the meet and pool management company's employees, volunteers, and program participants and their families.

9. **Format of meet - timed finals, preliminaries and finals**
10. **Meet Referee:** The meet referee must be certified as a referee and a current member of USA Swimming. Include their name, phone number, address, and e mail.
11. **Meet Director:** The meet director must be a current member of USA Swimming. Include their name, phone number, address, and e mail.
12. **Include the statement:** "At Referees discretion, there will be a coaches meeting fifteen (15) minutes prior to the start of warm-ups each day of the meet."
13. **Include the statement:** "There will be an officials meeting forty-five (45) minutes prior to the start each day of the meet."
14. **Start time for each day of the meet**
15. **The meet information shall include a description of the facility, including the length of the pool, number of lanes, type of timing system (automatic or manual), approximate depth of pool, type of lane lines, type of starting blocks, etc.**
16. **The statement:** "Current USA Swimming rules will apply."
17. **The statement:** "Protests will be handled in the manner described in Section 102.11 of the USA Swimming Rules and Regulations," and/or a specific explanation of the manner of handling protests as long as it agrees with the policies of Snake River Swimming and USA Swimming. A committee should never be chaired by the meet referee.
18. **For warm-ups, include the time warm-ups will start, their duration, if they are to be split by age or team, and the statement:** "Snake River Swimming Warm-Up and Safety procedures will apply."
19. **A statement of eligibility:** "Swimmers must hold current USA Swimming registration cards."
20. **A statement regarding the swimmers age for the meet. (i.e."Age of the swimmer on the first day of the meet determines the swimmer's age for the meet.")**
20. **ENTRIES:**
 - *How entries are to be submitted - master sheet only, on disk, cards, e mail, etc. Include a hard copy of entries if submitted via disk or e mail.
 - *Times to be submitted (SCY, SCM, LCM) and if NT is acceptable.
 - *Number of events the swimmer can swim each day.
 - ***NO deck entries will be allowed.** If deck entries are allowed, the conditions to be met for entering (i.e. higher fees, proof of current registration, etc.)
 - ***Seeding method - all meets must be pre-seeded.**
 - ***NO relays**
 - * **Format of Entries:** Email entries only.

***For events 400 yards/meters or longer, a statement shall be included in the meet invitation indicating the required check-in procedures and time and shall also state if the events will be deck seeded. Also list any requirements for providing timers and lap counters, if they will be swum fastest to slowest, mixed ages, mixed gender, etc., or at referee's discretion.**

***An explanation of any scratch rules.**

***Information regarding the conduct of time trials, including fees.**

***Entry fees for the meet:**

Surcharge should be itemized to include Snake River Travel Fund surcharge, \$2.00 timing system rental if system is used, individual event and relay fees, pool rental if it is paid by a dollar amount per swimmer, awards, administrative, etc.

The recommended fee per event for championship meets is \$2.50-\$3.00.

***Date entries are due (It is recommended invitations be mailed 30 days before the meet entry deadline and entry deadline no more than 10 days prior to the first day of the meet.)**

***Address to which entries are to be sent (mailing and email)**

***Limits on entries to meet (i.e. 350 swimmers, C swimmers only)**

21. SCORING

***See 102.7 Scoring in USA Swimming Rules and Regulations**

***Snake River Championship Meets: Refer to the LSC Championship Meet format.**

22. AWARDS

***Type of Awards - ribbons, medals, individual high point, team high points, spirit awards, etc. Championship meets have specific award requirements: Relay events-1st-4th Ribbons; Individual Awards-1st-8th Medals & 9th-16th Ribbons; and Team Awards-1st-3rd Trophies.**

***Places to which awards are to be given for each individual event and relay for individual high point and for team high points.**

***If different awards are to be given for B and better swimmers, and C swimmers.**

***If there is no correlation between scoring and awards. While events may be scored through 6th place in a 6 lane pool, awards may be given through 20th place if desired.**

23. MISCELLANEOUS

***Special rules if any (accessibility of the pool or meet area)**

***Variations for 8 and under swimmers should be explained (i.e. using cards, reporting to Clerk of Course, bull pen, etc.)**

***Timers to be provided by the participating teams.**

***Marshals and officials who are current members of USA Swimming to be provided by the participating teams.**

***Mixed relays are acceptable (i.e. 18 & U, 14 & U, etc.) or mixed sex relays. State the type of relays clearly.**

***Event numbers, ages, classification, distance, stroke**

For sanctioning, information regarding directions to the meet location, concessions, heat sheets, hospitality, motels, and things to do in your city are not required but can be included with the information sent to the invited teams.

If Masters events are to be included in your meet format, the Masters events must be sanctioned by the Masters Association. Masters information should be separate from the age group information (i.e. below the line stating the Age Group Sanction state "Sanctioned by the Masters Association and the Sanction number").

COVID-19 Procedures: Due to the current COVID-19 environment, all participating teams are strongly discouraging spectators at this time. However, there are many volunteer roles which will be required. All teams will continuously monitor the evolving guidelines pertaining to group size as it relates to COVID-19 and guidelines from various local and state agencies. Limiting the amount of people in the facility at this time will help keep the swimmers, coaches, officials, and volunteers safe during the meet. Teams participating will provide at least two adult volunteers to observe swimmers when they are in areas outside of the pool deck.

Each team participating in the meet will abide by their team's COVID-19 Preparedness Plans for their facility, including entry/exit procedures into the facility and cleaning protocols. However, the following items are required for teams to participate in the meet:

- 1. Complete your team's LSC Sanction Requirements and include this document with the team entries that are submitted.** The host team will submit all the LSC Sanction Requirements from participating teams to SRS. The host team is required to include their LSC Sanction Requirements with the sanction request.
2. All teams need to have anyone entering the facility for the meet to complete a waiver. If teams have already completed this in their Return to Practice procedures for swimmers and coaches, then this only needs to be done for volunteers, spectators and officials for this meet.
3. Each team's Deck/Meet Referee will meet together prior to determine the format of how each meet will be run. All locations will use the same format that is agreed upon by the Deck/Meet Referees. (For Virtual)
4. Mandated capacity limits must be followed.
5. Officials, coaches, volunteers, spectators and swimmers must wear a face mask at all times except for swimmers when they are in the water. Swimmers should plan on bringing extra face masks and plastic baggies to put used and wet masks in throughout the meet.
6. Swimmers must enter and leave the building in their swimsuits. Locker rooms will be off-limits. A bathroom for the swimmers will be available for emergency use only, one person at a time. Drinking fountains will also be unavailable.
7. Ingress into the facility (for EVERYONE) must include health screening questions and should include temperature screening either at the facility or prior to arrival. No person shall be admitted with a temperature over 99.5 F or in accordance with CDC or local health department recommendations.
8. Only 1 lane timer per lane will be used during the meet.
9. Teams participating will communicate all expectations and protocols for the meet to their team participants and observers in a timely matter before the meet date to ensure all participants are clearly aware of the requirements.

10. Officials, coaches, volunteers, spectators and swimmers must maintain current social distancing guidelines throughout the meet. Some suggestions to help maintain social distancing are, but not limited to:

a. Group swimmers within a session to an assigned area to wait in between races. This will also help with contact tracing if a positive test of COVID-19 were to be reported after the meet. These swimmers, if not in the water, should only be in their assigned area. Have swimmers bring their own chair to use during the meet or an extra towel to sit on. To comply with Safe Sport/MAAPP ensure at least 2 adult volunteers are present with swimmers when they are in areas outside of the pool deck.

b. Warm up Procedures during COVID: "Swim Cycle" suggestion. Each lane CANNOT exceed 4 swimmers at any time. In order for a swimmer to enter their lane, they must make sure there are only 3 swimmers in it. If there are 4 swimmers and it appears a swimmer may be done using the lane for warm-up cool down, a swimmer may ask that swimmer to exit the pool so they can enter the lane.

c. Add 1-2 volunteers per session to help monitor social distancing during the meet, similar to meet/safety marshals.

d. Add additional tables, if necessary, for the Meet Admin Table to ensure spacing.

24. Amenities: Concessions will not be provided by any participating team. Each team should provide bottled water for officials, coaches and volunteers during the meet. Officials, coaches and volunteers who will be attending multiple sessions during the meet can be provided food in between session.

25. ORDER OF EVENTS suggestion during COVID

Session 1

- 1 Mixed 15 & Over 400 IM
- 2 Mixed 15 & Over 200 Freestyle
- 3 Mixed 15 & Over 50 Butterfly
- 4 Mixed 15 & Over 100 Breaststroke
- 5 Mixed 15 & Over 200 Backstroke
- 6 Mixed 15 & Over 100 Butterfly
- 7 Mixed 15 & Over 50 Freestyle
- 8 Mixed 15 & Over 50 Backstroke
- 9 Mixed 15 & Over 500 Freestyle
- 10 Mixed 15 & Over 100 IM
- 11 Mixed 15 & Over 200 Breaststroke
- 12 Mixed 15 & Over 100 Backstroke
- 13 Mixed 15 & Over 100 Freestyle
- 14 Mixed 15 & Over 50 Breaststroke
- 15 Mixed 15 & Over 200 Butterfly
- 16 Mixed 15 & Over 200 IM
- 17 Mixed 15 & Over 1650 Freestyle

Session 2

- 18 Mixed 12-14 400 IM
- 19 Mixed 12-14 200 Freestyle
- 20 Mixed 12-14 50 Butterfly

- 21 Mixed 12-14 100 Breaststroke
- 22 Mixed 12-14 200 Backstroke
- 23 Mixed 12-14 100 Butterfly
- 24 Mixed 12-14 50 Freestyle
- 25 Mixed 12-14 50 Backstroke
- 26 Mixed 12-14 500 Freestyle
- 27 Mixed 12-14 100 IM
- 28 Mixed 12-14 200 Breaststroke
- 29 Mixed 12-14 100 Backstroke
- 30 Mixed 12-14 100 Freestyle
- 31 Mixed 12-14 50 Breaststroke
- 32 Mixed 12-14 200 Butterfly
- 33 Mixed 11-14 200 IM
- 34 Mixed 12-14 1650 Freestyle

Session 3

- 35 Mixed 11 & Under 400 IM
- 36 Mixed 11 & Under 50 Butterfly
- 37 Mixed 11 & Under 200 Freestyle
- 38 Mixed 11 & Under 100 Breaststroke
- 39 Mixed 11 & Under 200 Backstroke
- 40 Mixed 11 & Under 50 Freestyle
- 41 Mixed 11 & Under 100 Butterfly
- 42 Mixed 11 & Under 50 Backstroke
- 43 Mixed 11 & Under 100 IM
- 44 Mixed 11 & Under 200 Breaststroke
- 45 Mixed 11 & Under 100 Backstroke
- 46 Mixed 11 & Under 100 Freestyle
- 47 Mixed 11 & Under 200 Butterfly
- 48 Mixed 11 & Under 50 Breaststroke
- 49 Mixed 11 & Under 200 IM
- 50 Mixed 11 & Under 500 Freestyle

ALL OF THE ABOVE IS SUGGESTED AND ADVISED BY USA SWIMMING AND SNAKE RIVER SWIMMING FOR HOSTING CLUBS AND ANY ENTITIES. FINAL MEET FORMAT SHOULD COMPLY WITH LOCAL FACILITIES SAFETY AND GEORGRAPHIC SITUATION TO MAKE NECESSARY MODIFICATIONS BEFORE SUBMITTING TO THE SANCTION CHAIR FOR APPROVAL.