



Dear Coach:

March 24, 2017

**Welcome to the 2017 Pennsylvania YMCA State Swimming Championship!**

The State College Area YMCA and the Bellefonte YMCA parent associations are pleased to be your hosts for this championship swim meet. We are looking forward to a successful weekend of swimming. This Coaches' Packet should contain the following information:

- **Statement of Purpose and Responsibility** – Please read over this information regarding our purpose and expectations for behaviors. In addition, there are “things to know” for all swimmers, coaches, and spectators.
- **Important Reminders** – includes many reminders for coaches.
- **Schedule of Events** – includes details regarding times for warm-ups, scratch meetings, official's meetings, and competition start and end times.
- **Warm-Up Schedule** – A detailed warm-up schedule with specific lane assignments.
- **Order of Events and Awards** – shows the Order of Events for each session and when the Awards for those events will occur.
- **Awards Ceremony Procedures** – Please read this carefully

Along with the above listed items, the following information will be available to you in the Coaches' Packet when you arrive for registration:

- **Commemorative Patches** – each swimmer that participates in our State Championship swim meet will receive a commemorative patch of participation.
- **Important Meet Documents**: Included for your information will be Condensed Heat Sheets, Relay Cards, “Alternates” list, and a Team Entry List.
- **Map of Team Location on Deck** – Details regarding this map of team location can be found in the Important Reminders section of this document.
- **National Qualifying Times (April 2017)** – These are the qualifying time standards for the 2017 National YMCA Short Course Swimming and Diving Championships. Our meet is a qualifying meet for Nationals.

Please note that our website <http://www.teamunify.com/ymca-5938> contains **important information** for all coaches, swimmers, and spectators. Please encourage your swim families to read this information. We will also have results posted on the website shortly after each session.

Our swim meet will be held under the Sanction of YMCA Competitive Swimming and Diving Sanction **#CAQ-2016-PA9065888** and has USA “Approved Meet” Status **#MA-1728-AP**.

Please feel free to email me at [pameetdirector@gmail.com](mailto:pameetdirector@gmail.com) with any questions or concerns that you may have. Thank you for your cooperation. Let's have a great meet!

Sincerely,

Tim Wenrich  
Meet Director  
2017 PA YMCA State Swimming Championship

## **Statement of Purpose and Responsibility**

The Pennsylvania YMCA State Swimming Championship meet is intended to foster and display the highest level of competition and sportsmanship in youth swimming. For ALL swimmers, coaches, officials, parents and friends attending the meet, we ask that you join with us in observing the core values of the YMCA:

### **Honesty \* Caring \* Respect \* Responsibility**

Please be aware that the following rules and regulations will be strictly enforced.

1. COACHES: At coach's registration, you will be required to pay entry fees, as well as show a picture ID (driver's license or other) to receive your ID tag allowing access to the pool deck. These credentials must also be carried at all times while on deck.
2. Swimmers will be issued session specific ID tags at swimmer registration. Anyone without the correct ID tag will not be permitted on deck. Any swimmer or coach caught passing an ID tag to another individual will be disqualified from the meet and will not be permitted on deck. Coaches may NOT pick up swimmer ID tags at swimmer registration.
3. The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms, locker rooms or behind the starting blocks.
4. Changing into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is prohibited.
5. To avoid transmission of blood borne pathogens, shaving is strictly prohibited anywhere on site. Please impress this upon your swimmers. Anyone found in violation will be denied deck access for the duration of the meet.
6. Each of the two male and two female public locker rooms will be fully and simultaneously used. Teams from the East and Central District will use locker rooms A & C, and teams from the West and Central District will use locker rooms B & D. The faculty locker rooms will be available for use by coaches and officials.
7. Swimmers should not bring valuables to the session in which they swim. Penn State University and the YMCA of Centre County are not responsible for lost or stolen items.
8. Glass containers are strictly forbidden in the Natatorium.
9. Food and beverages are not permitted on deck. There are vending machines on the lower level near the locker rooms and concessions will be available in the front lobby.
10. Parents are not permitted to go on deck or into locker rooms to see children. Messengers will be available. See someone at the MESSAGE CENTER area to send a message to your swimmer.
11. SPECTATORS: Saving seats is not permitted. Strollers, folding chairs, coolers and large items are restricted from the seating area. Your belongings should fit within the allotted space for one spectator. We also request your cooperation in clearing the spectator seating area between sessions.

**Thank you for your understanding.**

# **Important Reminders**

## **ENTRY FEES are DUE AT STATES**

Swimmer entry fees for States are **\$6.50** per individual event and **\$26.00** per relay event.

There will also be a **\$2.00** swimmer surcharge.

### **Coaches, please note the following regarding Entry Fees:**

- Entry fees will not be calculated until after the "next 6 fastest times" for each event are identified, which will be no later than Wednesday after Districts.
- We will inform you of entry fee totals no later than Wednesday after Districts. Please check the States website for this list.
- Please bring a check made out to "SCAY Aqualions" to Coaches Registration at States. You will receive an ID tag after we receive this payment.
- DO NOT MAIL A CHECK as we need to receive payment prior to you receiving an ID tag. We will not accept "the check is in the mail".
- We will not punish the swimmers for late payment, but coaches representing that team will be denied access to the pool deck until payment is made.

## **SCRATCH MEETINGS**

A scratch meeting will be held in Room 201 prior to each session for the purpose of explaining the meet operation, to declare event scratches, to correct possible errors, and to work out any problems that may arise. Attendance by at least one coach from each team is mandatory.

## **SCRATCH PROCEDURES**

If a swimmer scratches, we will proceed down the list of the next fastest times, without regard to District, until the lane is filled or until it is determined by the Meet Committee that the lane will remain empty.

## **INFORMATION ABOUT SCRATCHING SWIMMERS**

Just to review our scratch process... At the District Championship meet, a swimmer declares their intent to swim at States. If they decide to forego the State meet (scratch), the next fastest swimmer at the District meet is offered the opportunity to swim. The District host identifies their Top 6 swimmers who will swim at States. For events that field 4 heats, the State meet host finds the "next 6 fastest" times across the 3 Districts. Those 6 swimmers will also swim at States.

After the psych sheets for the State meet are posted, and heat sheets are printed, all scratches must take place at the scratch meeting immediately preceding the session. If a swimmer scratches, we will proceed down the list of the next fastest times, without regard to District, until the lane is filled or until it is determined by the Meet Committee that the lane will remain empty.

IMPORTANT TO NOTE: At this time, the replacement swimmer will not necessarily be from your District.

We want to point out the difference between a scratch at the District meet and a scratch after the psych sheets are posted... Your district will be better represented if you get a solid commitment from the Top 6 swimmers. When you scratch after the psych sheets are posted because you forgot to scratch at Districts, you are taking away the opportunity for one of your own District swimmers to represent your District at States. Those decisions are very important to your District swimmers! Please keep this in mind in subsequent years.

## **STARTING BLOCKS**

Starting block wedges will be used for the Junior & Senior Distance and Saturday sessions. Coaches are responsible for ensuring their athletes know how to properly use the wedges as to not to delay the meet. Wedges will not be used for the Cadets and Preps.

## **PROTESTS**

Any swimming disputes should be brought to the attention of the Meet Referee and must be initiated by coaches. Coaches are not to discuss their concerns with timers, officials, judges or computer personnel. Please remember they are all volunteers and must focus on the job at hand. All competition related protests must be submitted in writing on the form provided in coaches packet within 30 minutes after the race in which the alleged infraction occurred. The Meet Referee will ensure that all disputes and protests have been resolved and your concerns are addressed.

## **RELAY CARDS**

Blank relay cards are enclosed for your use in submitting your final relay entries. Medley relay cards are due at the scratch meeting; Free relay cards must be turned in prior to the beginning of long (100/200) breaststroke event during each session.

## **COACHES LOUNGE**

The coaches' lounge will be located in the hallway outside of Room 201. Complimentary food and beverages will be available all day. **Please remember:** The food and beverages in the hospitality area are for coaches, officials and volunteers only. We ask that you PLEASE DO NOT take water, soda, Gatorade, or any food to your swimmers on deck.

## **TEAM LOCATIONS on the POOL DECK**

We will assign a specific location for your team to "setup" on deck. There will be signs hung up with your team name. We will have a map available with all team's assigned locations in the Coaches' Packet. Our volunteers will use this map in order to locate your team and/or a swimmer if needed during the course of the meet. Please do not move any team signs, and please setup in the indicated location. Your cooperation is extremely important. Thank you.

## **PHOTOGRAPHY**

Please inform your parents ... A professional photographer will be on deck taking action photos during each event!! In addition, photographs of the top twelve award winners will be taken. The photographer will also be available to take photos of individual swimmers with their coaches and/or friends. There will be a table in the lobby with more information on how to order the pictures. Pictures will be available for purchase on-line after the meet at [www.actionshotserie.com](http://www.actionshotserie.com). Select: Swimming. Select: 2017 YMCA States.

## **COMMEMORATIVE PATCHES**

Included in your packet is a commemorative patch for each swimmer entered in events at States.

## **MCCOY NATATORIUM RULES:**

- 1) **No organized practice session:** The McCoy Natatorium Staff has asked that I remind you that there can be no organized team practice for swimmers before the session.
- 2) **Swimmer Rules:** Please review the rules listed on the McCoy Natatorium website so that swimmers are aware of expected behaviors. They can be found here.  
[http://www.athletics.psu.edu/rec/nat/documents/Rules\\_and\\_Regulations.pdf](http://www.athletics.psu.edu/rec/nat/documents/Rules_and_Regulations.pdf)
- 3) **Lane Lines:** A very specific request by the McCoy Natatorium Staff is to not allow swimmers to hang on the lane lines. Not only is it a delay to the meet, but it is an expense that nobody wants to incur.

## **AWARDS CEREMONY PROCEDURES (Please Read Carefully)**

See the "Order of Events" lists included with this packet for the proper order of session awards. We request that all honorees wear suitable attire for the award ceremony. A neat shirt or team warm-up suit should be worn. Hats/caps will not be permitted for Top 12 photos, but are fine for individual pictures.

The podiums will change places for all sessions this year and will now be located at the top of the steps and centered on the dive pool. This will allow for better viewing from the spectator stands and will decrease congestion in the awards area. Coaches may or may not be permitted in the awards area based on the session. Please see each description below for instructions about when and where coaches will be permitted in the awards area. We are asking for your full cooperation with this.

### **Friday's (Distance Events) Award Ceremonies will be conducted as follows:**

- Immediately following each heat, all swimmers are required to report to the designated locker rooms by the starting block end of the pool. Once there, swimmers will receive instructions from the awards personnel on what time the Top 12 are to return to the same locker room for their awards ceremony. Results will be posted in a timely manner as to designate the Top 12 swimmers receiving awards. Due to the length of these events, swimmers will be allowed to leave and return. Swimmers, please be punctual.
- Swimmers will be lined up in order, in the locker room, and be escorted to the podium by the awards personnel. We will not, under any circumstance, delay the meet to wait for a swimmer to arrive for their awards ceremony.
- Coaches will be permitted on the ramp and outside any marked areas only to take pictures. There will be no coaches allowed in the seeding area or on the steps. The winning coach may present awards to the Top 12 swimmers in that event. Please be respectful to all swimmers. Report to the podiums before the ceremony starts.
- The next event will commence immediately after the Top 12 photo is taken.

### **Saturday's (Junior & Senior) Award Ceremonies will be conducted as follows:**

- Immediately following each heat, all swimmers/relays are required to report to the designated locker rooms by the starting block end of the pool. Once there, all swimmers/relays will wait for the results to be read by the awards personnel. The Top 12 swimmers/relays will remain in the locker rooms until their awards ceremonies take place. The bottom 12 swimmers/relays may leave and report back to their teams. Relays will overflow into the back hallway until results are announced. The locker rooms will be crowded with relay swimmers so please be respectful to each other.
- Swimmers must bring any warm-up suits or t-shirts, that will be worn for pictures, with them to the blocks. Top 12 swimmers/relays will not be permitted to leave the locker rooms to get suitable attire for pictures. Please stress this to your swimmers as we have a tight schedule to keep.
- Swimmers will be lined up in order, in the locker room, and be escorted to the podium by the awards personnel. We will not, under any circumstance, delay the meet to wait for a swimmer to arrive for their awards ceremony.
- Coaches will be permitted on the ramp and outside any marked areas only to take pictures. There will be no coaches allowed in the seeding area or on the steps. The winning coach may present awards to the Top 12 swimmers in that event. Please be respectful to all swimmers. Report to the podiums before the ceremony starts.
- The next event will commence immediately after the Top 12 photo is taken.

### **Sunday's (Cadet & Prep) Award Ceremonies will be conducted as follows:**

- These awards ceremonies will be different from the previously stated ceremonies. We will swim three segments in these sessions. Each segment will consist of eight (8) continuous events followed by an approximate 30-32 minute awards ceremony.
- Top 12 swimmers will be asked to report to the large windows outside of the locker rooms, only when called by the announcer. We will have large event cards to designate the line-up for each event. We would also like to ask coaches and officials to clear the area in front of the windows to allow us to easily line up swimmers.
- Top 12 swimmers will be placed in order and escorted to the podium by the awards personnel.
- The winning coach may present awards to the Top 12 swimmers in that event. Please be respectful to all swimmers. Report to the podiums before the ceremony starts.
- We will allow coaches only (no swimmers) into the seeding area and on the ramp to take pictures. We ask that you vacate the area immediately after your swimmer(s) receive their awards to make room for others.
- We are also asking coaches to vacate the seeding area immediately following the awards period so we can begin seeding the next events. Your cooperation is fully expected!