



YMCA Sanctioned Swim Meet Requirements

A YMCA Sanctioned Meet is a celebration of the relationships, achievements and sense of belonging that are facilitated through competitive swimming in the YMCA. It is part of the progression from local to regional meets, by which the individual YMCA team integrates their team into an expanded YMCA community of teams in a broader geographic area, prior to participating in the National Championships.

A YMCA sanction verifies that an invitational or championship meet operates under a common set of standards, thus ensuring the integrity of times achieved. These standards are also recognized by USA Swimming as sufficient to earn *USA Swimming Approved* meet status and thus, the results may be entered into the SWIMS database. *Please note: USA Swimming Approval is not automatic. Host teams must apply for USA Swimming approval and follow their LSC's procedures for doing so.*

There are two kinds of YMCA meets that may be sanctioned – championship meets and multi-team invitational meets. The purpose of a YMCA sanctioned championship meet is to satisfy one of the eligibility requirements for participation in YMCA Nationals. The purpose of a YMCA sanctioned invitational meet is to satisfy the requirements to earn *USA Swimming Approved* status and have the results be entered into the SWIMS database.

Below are the requirements for all sanctioned YMCA meets as well as requirements specific to each kind of meet.

Required Elements of YMCA Sanctioned Championship Meets

Each of these elements is included in the YMCA sanctioned championship meet information template, which must be used for the creation of the meet information. Once a sanction has been issued, the meet format and management may not be changed.*

- The meet is a closed YMCA meet.
- The meet and all participants adhere to the *Rules that Govern YMCA Competitive Sports*.
- The meet is conducted in accordance with USA Swimming Technical Rules.
- The meet is conducted by a minimum of four certified officials (more are strongly recommended wherever possible):
 - At least two of the officials must be certified YMCA Swim Officials; USA-S certified Swim Officials may fill the other deck positions.
 - One of the YMCA certified officials must be a certified YMCA Level II Official and serve as the meet referee
 - One of the officials must serve solely as the Administrative Official
- All YMCA coaches are required to maintain current Basic Life Support (Professional Rescuer CPR), First Aid, Coaches Safety Training (Safety Training for Swim Coaches or Lifeguard with successful completion of the Safety Training for Swim Coaches online course) and Principles of YMCA Competitive Swimming and Diving certifications. These are verified at the meet.
- All participating teams have completed the YMCA Team Registration for the current season.
- All participating coaches have completed the online YMCA coach registration for the current season.
- The executive director of each participating YMCA has signed the declaration form acknowledging that all swimmers and coaches representing his/her YMCA satisfy the eligibility requirements.
- The meet is the highest level championship meet for a given region, an end-of-season meet at a higher level for a given region, or a championship-style invitational that includes competitors from multiple regions and with a level of competition higher than that offered in their region.

- The meet must offer at least 75% of the individual events and 60% of the relays offered in the YMCA National Championship Meet.
- Preliminaries/Finals format is preferred.
- There are entry standards, preferably time standards.
- Team scores are kept.
- Requires that for a period of 90 days prior to the first day of the meet all swimmers have both: been full privilege members of their YMCA and have represented only their YMCA in competition (with the exception of closed interscholastic competition).
- Following the meet, the meet results are sent to the regional representative and Tom Warrick.

Required Elements of YMCA Sanctioned Invitational Meets

Each of these elements is included in the YMCA sanctioned invitational meet information template, which must be used for the creation of the meet information. Once a sanction has been issued, the meet format and management may not be changed.*

- The meet is a closed YMCA meet with three (3) or more teams competing. Dual meets are not eligible for a YMCA sanction.
- The meet and all participants adhere to the *Rules that Govern YMCA Competitive Sports*.
- The meet is conducted in accordance with USA Swimming Technical Rules.
- The meet is conducted by a minimum of four certified officials (more are strongly recommended wherever possible):
 - At least two of the officials must be certified YMCA Swim Officials; USA-S certified Swim Officials may fill the other deck positions.
 - One of the YMCA certified officials must be a certified YMCA Level II Official and serve as the meet referee
 - One of the officials must serve solely as the Administrative Official
- All coaches are required to maintain current Basic Life Support (Professional Rescuer CPR), First Aid, Coaches Safety Training (Safety Training for Swim Coaches or Lifeguard with successful completion of the Safety Training for Swim Coaches online course) and Principles of YMCA Competitive Swimming and Diving certifications. These are verified at the meet.
- The executive director of each participating YMCA signs the declaration form acknowledging that all swimmers and coaches representing his/her YMCA satisfy the eligibility requirements.
- All participating teams have completed the YMCA Team Registration for the current season.
- All participating coaches have completed the online YMCA coach registration for the current season.
- The meet offers at least 50% of the individual events and 40% of the relays offered in the YMCA National Championship Meet.
- Swimmers must have been full privilege members of the YMCA they represent for at least 30 days prior to the first day of the meet.
- Following the meet, the meet results are sent to the regional representative and Tom Warrick.

YMCA sanctioned meets are encouraged to include the participation of swimmers with disabilities who have gone through the classification process as defined by <http://www.teamusa.org/US-Paralympics/Sports/Swimming/Classification>. Meet qualifying time standards should be waived for classified swimmers who have met the other meet eligibility standards.

*Some USA Swimming LSCs require the use of their own meet information template in order for a meet to receive USA Swimming approval. When this is the case, a YMCA meet may use the LSC template but must add each of the required YMCA sanctioned meet elements in order to receive a YMCA sanction.

YMCA Sanctioned Swim Meet Requirements

Expanded Explanations

Purposes

- In order to participate in YMCA Nationals, a swimmer must compete in a sanctioned YMCA championship meet during the current season.
- The requirements of a sanctioned meet – championship or invitational – reflect the requirements for the YMCA National Championship meets and therefore are the recommended standards for the conduct of all YMCA meets.
- The YMCA sanction standards ensure that minimum standards are met for USA Swimming Approval of the meet and inclusion of times into the SWIMS database. Please note that meet hosts must still apply for approval with their LSC, pay required fees and follow the procedures for such approval.

Meet Director Responsibilities

- Submit sanction application with all supporting documents and payment no later than 60 days prior to the first day of the meet.
- Apply for USA Swimming Approval from LSC as early as possible, according to LSC deadlines and procedures.
- Ensure the meet is conducted in accordance with all sanction requirements (collaboratively with the meet referee and administrative official).
- Verify the team registration, coach registration and coach certifications (collaboratively with the regional representative) for all teams and coaches participating in the meet.
- Collect and save meet declaration forms.
- Send results (Meet Manager results file) and list of participating teams, coaches and officials to regional representative and national Y SWIMS database manager.
- Send results to LSC that issued the USA Swimming approval.

Meet Committee Responsibilities

- Comprised of meet director, meet referee, regional representative (if present), regional officials' coordinator (if present), league/regional chair or representative (if it is a league or regional sponsored meet) and any others as designated by the YMCA, league or region sponsoring the meet. At least one coach and one athlete should be included among these representatives.
- Assist meet director in planning for an efficient, positive and supportive meet environment.
- Support meet director in execution of his or her responsibilities including recruitment of meet volunteers.
- Address eligibility issues and other potential violations of sanction requirements.
- Protests against the judgment decisions of starters, stroke, turn, place and relay take-off judges can only be considered by the referee and the referee's decision shall be final. (USA-S Rule 102.23.1)

Meet Referee Responsibilities

The Meet Referee is responsible for the conduct of the competition, including instructing and assigning the other officials, ruling on all protests made against the judgment calls of the officials, modifying the rules for swimmers with disabilities, etc.

Note that all meets require a dedicated Administrative Official. YMCA Level II officials have received training in the various duties of an Administrative Official, most specifically resolution of timing differences, so any YMCA Level II official can serve in that category, but not as both the Administrative Official and another deck position.

Meet Conduct and Administration

It is expected that YMCA Sanctioned Championship Meets will obtain "Approved Meet" status from the appropriate USA-S LSC and enter the results into the USA-S SWIMS database.

YMCA Sanctioned Championship Meet Declaration Form

(Return signed form to the meet director)

Participating YMCA: [YMCA_NAME]

YMCA Address: [YMCA_ADDRESS]

Meet Name: [MEET_NAME]

Meet Date(s): [MEET_START] - [MEET_END]

Meet Host: [MEET_HOST_ORGANIZATION]

Meet Location: [MEET_LOCATION]

We the undersigned attest to the following:

SWIMMERS - All swimmers representing the YMCA above are full privilege members of the YMCA and meet all eligibility requirements.

COACHES - All coaches representing the YMCA above hold current certifications in CPR Pro, First Aid, Coaches Safety Training and Principles of YMCA Competitive Swimming and Diving and have completed the annual YMCA coach registration online.

INSURANCE - Our Association now has insurance coverage for representative(s) including leadership and participants who will be in attendance at the [MEET_NAME] for the entire period of the meet. I hereby certify that YMCA has a minimum of \$1,000,000/\$2,000,000 in liability insurance that covers our coaches and swimmers during their participation in the [MEET_NAME].

RELEASE - In consideration of your accepting this entry, I hereby, for myself, heirs, executor and administrators, waive and release any and all right and claim for damages I may have against the YMCA of the USA, [MEET_HOST_ORGANIZATION], their agents, representatives or assigns, and the [MEET_LOCATION] for any and all injuries which may be suffered by participants at the [MEET_NAME]. Furthermore we understand that the YMCA of the USA and [MEET_HOST_ORGANIZATION] are not responsible for any intended or unintended consequences related to removing an athlete from competition for a head injury. This includes, but is not limited to, any financial reimbursement associated with such removal.

Name and Signature of Head Coach

Name and Signature of YMCA Executive Director or Designee