

# PennDel Invitational – Distance

## MEET ANNOUNCEMENT

### **About the Invitational**

Date: January 28<sup>th</sup> 2018

Location: 880 West Baltimore Pike West Grove Pa

Entry Deadline: January, 24 2018

Hosted by: Jennersville YMCA

Meet Director: MaryAlice Miller

### Contents

About The Invitational	2
Location and Facility	2
Web Site	3
Contact Information	3
Eligibility	3
Entry Information	4
Volunteers/Officials/Timers	5
Check-in Procedure	6
Invitational Procedures and Operations	6
Awards and Recognition	8
Time Trials	9
Spectators	9
Liability, Safety and Emergency Procedures	10
Directions	11
Parking	11
APPENDIX 1: Order of Events	12



# PENN-DEL Invitational – Distance January, 28 2018

## ABOUT THE INVITATIONAL

This meet is a closed, inter-association invitational YMCA meet. This meet and all participants will adhere to the Rules that Govern YMCA Competitive Sports and the Swimming Addendum to the Rules that Govern YMCA Competitive Sports. USA Swimming technical rules will be followed. The meet is approved by the USA-S Middle Atlantic Swimming.

USA-S/MA Approval number pending.

**ADJUSTMENTS TO THE MEET ANNOUCEMENT:** The Meet Committee reserves the right to make any adjustments to the provisions of the meet announcement deemed necessary to ensure the fair and efficient running of the meet or due to unforeseen issues of weather or facility problems. Changes will be communicated as far in advance as possible. None of the required elements for a YMCA Meet and USA-S Approved meet can be changed.

**MEET TIMELINE:** Warm-up and start times for all sessions are subject to change depending on the size of the meet

	Session 1	Session 2	
Age Groups	Open	Open	
Warm-up Start	8:30-9:00	12:00-1:00	
Coaches Meeting	TBD	TBD	
Officials Meeting	TBD	TBD	
Timers Meeting	TBD	TBD	
Start of Session	TBD	TBD	

**INCLEMENT WEATHER/CANCELATION:** In the event of inclement weather that results in the cancelation of the invitational, the invitational may be rescheduled for a date to be determined

## LOCATION AND FACILITY

Location: Jennersville YMCA

880 West Baltimore Pike West Grove Pa, 19390

Emergency Phone Number: 570-809-6571

The Jennersville YMCA is configured as a 6 lane, SCY course. Water depth at start is 6 Feet (minimum 5 feet required) and at turn-end is 3 feet 6 inches.

Colorado Electronic timing system will be used. The competition course has not been certified in accordance with 104.2.2C (4)



# PENN-DEL Invitational – Distance January, 28 2018

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Spectator Seating is located on the second floor with metal stadium seating. Swimmers will be seated in the gym and escorted to the main pool for events. All swimmers will be located in the gym for the duration of the meet.

## WEB SITE

Meet Information can be found at: <http://www.penndelswim.org>

Online Meet Results: will be available

## CONTACT INFORMATION

Meet Director: MaryAlice Miller 570-809-6571

Entry Chairperson: Carl Sandoe email: [carl.sandoe@gmail.com](mailto:carl.sandoe@gmail.com)

Referee: Keith Pfaff

Administrative Official: Karen Caron

## ELIGIBILITY

### ATHLETE

**YMCA Membership:** An athlete must be a YMCA member in good standing who holds an annual, full privilege membership at the YMCA he/she represents for a period of at least 30 days prior to the first day of the meet.

Swimmers who wish to change their membership from one YMCA to another may do so through Transfer by Consent. An athlete may transfer from one YMCA team to another YMCA team and be eligible to compete for his/her new YMCA team immediately upon the written consent of the YMCA that he/she previously represented.

For further detail, reference: SWIMMING ADDENDUM TO THE RULES THAT GOVERN YMCA COMPETITIVE SPORTS

**Amateur Status:** An athlete may not have represented a college, university or other post-high school institution in any competition and may not have accepted pay or compensation for competing as a swimmer.

**Unattached Athletes:** There is no unattached status in YMCA Swimming.

**Age:** An athlete must not older than twenty-one (21) years of age on the first day meet.



# PENN-DEL Invitational – Distance January, 28 2018

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**YMCA Meet Participation:** In order to be eligible to compete, each athlete must have competed as an Official or Exhibition swimmer in a minimum of two (2) PennDel dual meets since September 1 of the current season.

**Athletes with a Disability:** Swimmers with a disability are welcome to enter this meet. The coach or team entry person must enter a comment on the entry to alert the Entry Chairperson. The coach must also alert the meet director and the meet referee prior to the competition as to the need for any special accommodations.

## COACH

**Teams without A Coach at the Meet:** All athletes and teams must have at least one certified and credentialed YMCA coach designated as being responsible for their supervision during competition. When a YMCA team will not have a coach present, that YMCA may authorize an eligible coach from another YMCA attending the meet to be responsible for their athletes at the meet. The Meet Director and Meet Referee must be notified of this situation.

## TEAM

**Teams:** All teams participating in this championship must be members in good standing of the PennDel League. Teams/Associations with outstanding debts will not be allowed to compete until all debts to the League are paid.

**Insurance:** Each team that participates in the meet must have a current and correct Certificate of Liability Insurance, in effect through the last day of the meet.

## ENTRY INFORMATION

**ENTRY LIMITS:** Swimmer may enter up to four (4) events, of which no more than three (3) may be individual events. Deck entries will be permitted based on space limitation.

Teams will be allowed to enter an unlimited number of relays in the relay events. Relay teams must each have a different letter designator assigned by the entering Team.

Swimmers will compete in age groups based on their age as of December 1, 2017 as rostered for the dual meet season. Swimmers must compete in their own age group, except for the Open Age Group Relays.

**QUALIFICATION PERIOD:** The qualification period is September 1 through the entry deadline.



## PENN-DEL Invitational – Distance January, 28 2018

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**USA-S IDs:** Only USA-S registered athletes should have an ID number in the Meet Entry File. For TeamUnify user, the Meet Director will need to delete the IDs. Please provide the Meet Director a list of swimmers not USA-S registered.

**TIME STANDARDS:** There are no Time Standards for this championship.

**TIMES:** No Times (NT) are allowed if the swimmer does not have an official time for the event. Submit entry times in actual time. Entered times must be the swimmer's BEST time achieved during the qualifying period.

**ENTRY FEES:** Swimmer surcharge: \$5. Swimmer individual event: \$6.00. Relay Event: \$12. Deck entries \$12. There are no fees for coaches attending with their team.

**ENTRY DEADLINE:** January 24, 2018

**ENTRY PROCEDURE:** Entries are submitted in a Hy-Tek or TeamUnify meet entry format. Entries must be submitted through the Penn-Del Online Meet Entry system up to the Sunday two weeks prior to the start date of the meet. Updates will be accepted to one week prior to the start of the meet. All updates are to be submitted through the Penn-Del Online Meet Entry system. Athletes will not be permitted to change events once the psych sheet is posted. Confirmation of entry will be provided via an Online Entry report generated at when entries are submitted to the Online Meet Entry System. For any questions related to the entries or the entry process please contact the entry coordinator.

The web site address of the Online Meet Entry system will be available on the PennDel web site at <http://www.penndelswim.org>

**PAYMENT:** Entry fees are due at or prior to the date of the Championship. Check should be made payable to: Jennersville and mailed to:

**Jennersville YMCA  
Attn: MaryAlice Miller  
880 West Baltimore Pike  
West Grove Pa, 19390**

### **VOLUNTEERS/OFFICIALS/TIMERS**

**OFFICIALS AND TIMERS:** Each team that has a swimmer entered in a session must provide at least one (1) certified official for the session. Additional volunteers are welcome and encouraged. Each individual entered in the 1650 or the 1000 is required to provide their own timer and lap counter. **Meet Volunteers are encouraged to sign up prior to the entry deadline.**



# PENN-DEL Invitational – Distance January, 28 2018

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**SIGN-UP PROCEDURE:** Online sign-up at:

<http://www.SignUpGenius.com/go/20F0D4CAFAB283-pennDel1>

**ATTIRE:** Officials should wear white Oxford or polo shirt and navy long pants, shorts, skorts, skirts, or capris and display their current certification patch.

## CHECK-IN PROCEDURE

**COACHES MEETING/SCRATCH MEETING:** There will be a coaches and Scratch meeting at the beginning of each session. Specific meeting times will be posted on the PennDel web site at <http://www.penndelswim.org>. At least one coach from each team must attend this meeting.

**OFFICIALS AND TIMERS MEETING:** There will be an officials Meeting followed by a volunteer timers meeting prior to each session. Specific meeting times will be posted on the PennDel web site at <http://www.penndelswim.org>

## INVITATIONAL PROCEDURES AND OPERATIONS

**MEET COMMITTEE:** The Committee will consist of the Meet Director, PennDel Meet Referee, Referee, Admin Official. The Championship Committee will have the final authority on all procedural matters at the Championship.

**RULES:** The meet will run under YMCA Rules that Govern Competitive Sports, Swimming Addendum to the YMCA Rules that Govern Competitive Sports, PennDel League Rules (SECTION 3 - CHAMPIONSHIPS AND CHAMPIONSHIP ADMINISTRATION). and USA-S Technical Rules.

**MEET FORMAT:** The meet will be swum using a Timed Finals format. Swimmer's age will be determined as of December 1, 2017.

**EVENT SEEDING:** All Events will be seeded slowest to fastest prior to the day of the meet. The Meet Referee/Administrative Official reserve the right to combine heats and events at the completion of the scratch meeting

**SCRATCH PROCEDURES:** An athlete can only be scratch from the meet at the coach/scratch meeting. After the coach/scratch meeting, an athlete is considered entered into the event.

**DECLARED FALSE START:** An athlete may withdraw from a heat by electing to take a declared false start. Such declaration must be made known to the Deck Referee before the heat or swim off is announced. A declared false start counts as an event swum for the athlete and will be counted in the maximum number of events allowed for each athlete.



## PENN-DEL Invitational – Distance January, 28 2018

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**NO SHOW:** An athlete who is seeded in an event and fails to compete (i.e., a “no show”) will be allowed to swim in further individual or relay events with no penalty. A no-show will be counted in the maximum number of events allowed for each athlete.

**WARM-UP SAFETY PROCEDURES:** Teams will be assigned lanes for warm-ups. The warm-up assignments and schedule will be available on the PennDel Web site at <http://www.penndelswim.org>

During designated warm up sessions, athletes may only enter the competition pools from the starting end. Athletes are expected to use a three-point entry in which they sit on the side of the pool then slide into the pool gently, with one hand on the wall. The exception is during specific warm up periods when sprint lanes are designated for practicing racing starts.

Coaches are responsible for the safety of their athletes and are expected to monitor them at all times during warm up sessions.

**READY BENCH:** There will be a ready bench for all sessions. However, swimmers are still responsible to be at the blocks for the start of their race.

**RELAY DECLARATION:** Changes in a Relay swimmers or order of the swimmers must be made at the coaches/scratch meeting or at a time designated by the Meet Referee. Changes in a Free Relay swimmers or order of swimmers must be made prior end of the Breaststroke events. Last minute changes should be given to the head timer prior to the start of the heat.

**STARTS:** 'Fly-over' starts will be used at this meet. All swimmers (except for Backstroke starts) should remain in the water at the completion of their race until the next heat has begun.

**SWIM-OFFS:** There will be no Swim-offs in the event of a tie for any places

**SWIMS (USA-S):** This meet has been approved by USA Swimming. Therefore, all individual times will be automatically submitted for entry into SWIMS.

**RESULTS:** Any results displayed on the scoreboard are unofficial until final results are published. Results will be posted on the gym wall nearest the entry door.

**PROTEST PROCEDURE:** Protests may only be initiated by a coach or YMCA supervisor whose team is competing in the meet. The Championship committee will arbitrate protests, eligibility issues, safety rules and other issues

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 decisions will be final (USA-S Rule 102.23).



## PENN-DEL Invitational – Distance January, 28 2018

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**CONDUCT AND RESTRICTIONS:** The Meet Referee reserves the right to dismiss any swimmer, coach and/or spectator from the competition due to inappropriate conduct. The following Conduct Rules shall apply:

- Deck access is limited to only registered and approved coaches, swimmers, and working officials.
- Except where the venue facilities require otherwise, changing, into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is prohibited. The USA Swimming Rulebook defines Deck Change as: Changing, in whole or in part, into or out of a swimsuit (excluding a drag suit) in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes while at a practice, competition, or other pool-related activity." This includes slipping off the top of a one-piece performance suit to place on an alternate bikini top immediately following a race.
- Glass, Food, and Chairs are not permitted on deck. Coaches may bring a folding chair for seating on pool deck.
- The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- Photographs are not allowed to be taken behind the block anytime that swimmers are present.
- Massage tables are not permitted.
- Individuals are responsible for the security of their personal belongings and are encouraged not to bring valuables to the meet venue and not to leave items unattended.
- Swimmers are not permitted in the spectator stands.
- Shaving is not permitted in any areas of the facility.
- Swimmers are requested to wear sandals and towel off before traveling the corridors.
- No swimmers will be served in the concession area unless they are wearing a T-shirt, shorts and footwear.

### AWARDS AND RECOGNITION

#### SCORING:

Place	Individual Events	Relay Events
1	16	32
2	13	26
3	12	24
4	11	22
5	10	20





## PENN-DEL Invitational – Distance January, 28 2018

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6	9	18
7	7	14
8	5	10
9	4	8
10	3	6
11	2	4
12	1	2

**AWARDS:** Awards will be issued for 12&U events. Medals are awarded for 1st-3rd place in individual events and 1st-3rd place in relays.

Ribbons are awarded for 4th-12th place in individual events and 4th-6th place in relays.

### TIME TRIALS

Time Trials will be held at this Invitational if time allows. The Meet director will have the final decision on the number of deck entries to be accepted.

### SPECTATORS

**ADMISSION FEE:** Admission is free

**HEAT SHEETS/PROGRAMS:** Heat sheets will be available for \$3.00 per session

**CONCESSION STAND:** Food and Drinks will be on sale throughout the meet. Concession stand is located across from the upper mezzanine and pool seating.

**SEAT SAVING POLICY:** Due to the limited venue spectator seating, seat saving will not be allowed

**HANDICAP SEATING:** Will be available inside the concession stand room. Please contact the Meet director at [mmiller@ymcagbw.org](mailto:mmiller@ymcagbw.org) for specifics.

**LOST AND FOUND:** Any items not picked up from the meet will be located in the pool office. Please contact Coach MaryAlice Miller at [mmiller@ymcagbw.org](mailto:mmiller@ymcagbw.org).

#### CONDUCT AND RESTRICTIONS:

- No Flash Photography at the start of competition races.
- No personal chairs are allowed in the spectator area.
- Parents are responsible for the conduct of their children. Children are not allowed to roam the facility unattended.
- The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.



## PENN-DEL Invitational – Distance January, 28 2018

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- Spectators are not permitted on deck
- No smoking, drugs, or alcohol are permitted in the swimming complex.
- FOOD is not allowed in the spectator area.
- The Meet Director has the discretion to remove any person whose conduct is inconsistent with the core values of the YMCA.

### LIABILITY, SAFETY AND EMERGENCY PROCEDURES

**INSURANCE:** Each Association participating in this meet must have insurance coverage for representative(s) including leadership and participants who will be in attendance for the period of the meet.

**LIABILITY LIMITS:**

- In granting of the USA-S/MA approval, it is understood and agreed that USA Swimming and Middle Atlantic Swimming shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the meet.
- By awarding this Championship to the host team, it is understood and agreed that PennDel Swim League shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the meet.

**EMERGENCIES:** The facility personnel will handle all emergencies at the meet. These individuals will provide CPR and first aid as needed and will ensure that individuals with serious injuries are transported immediately to the nearest hospital for further treatment. Defibrillators will be on site.

Any coach, athlete or official who recognizes an emergency situation should immediately inform the facility's personnel and then make sure the vicinity of the emergency is clear for the emergency personnel to do their job.

**UNACCOMPANIED ATHLETE:** Each athlete must have a certified coach responsible for him/her while on the pool deck. The coach of the athlete must authorize in writing a coach from another team to represent their team and be responsible for the swimmer(s).

**CONCUSSION AWARENESS:** This meet will follow the YMCA of USA Concussion procedure. Anyone who observes or has knowledge of a potential head injury should immediately notify lifeguards and/or hired medical personnel. Once the injury report is completed, the lifeguard and/or hired medical personnel will notify the Event Staff, the athlete's coaching staff, and the Meet Director.

If a head injury occurs, the action plan below will be followed:



## PENN-DEL Invitational – Distance January, 28 2018

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1. Athlete is removed immediately from participation by the Meet Director
2. Athlete must be evaluated by a licensed health care professional experienced in identifying and treating concussions. In addition, the athlete must be in compliance with the laws that are in effect within the jurisdiction where the meet is held.
3. The coaching staff will inform the athlete's parents or guardians about the possible concussion and give or send them the fact sheet on concussion.
4. The athlete will not be allowed back to warm-up or compete until a health care professional, experienced in evaluating concussions determines that the athlete is symptom-free and is OK to return to participation.

**LIGHTNING POLICY:** The National Lightning Safety Institute, National Athletic Trainers Association, American College of Emergency Physicians, USA Swimming, and YMCA of the USA all recommend or require closing an indoor pool during an electrical storm. This policy will be followed at the meet.

**DECK ACCESS:** Deck Access will be limited to swimmers, coaches, officials and meet workers. Deck Passes will be issued to gain access to the deck.

### DIRECTIONS

From North

Located just off of Route 1, Jennersville exit. At light take Right on to Baltimore Pike.

At 2nd stop light make right into parking lot of Jennersville YMCA.

### PARKING

Parking is free for this event.



# PENN-DEL Invitational – Distance January, 28 2018

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## APPENDIX 1: ORDER OF EVENTS

### Session 1

- 101 Girls 12 & Over 1650 Freestyle (Limited to two heats)
- 102 Boys 12 & Over 1650 Freestyle (Limited to two heats)
- 103 Girls 12 & Over 1000 Freestyle (Limited to two heats)
- 104 Boys 12 & Over 1000 Freestyle (Limited to two heats)

### Session 2

- 201 Girls 12 & Under 200 Freestyle
- 202 Boys 12 & Under 200 Freestyle
- 203 Girls 13 & Over 200 Butterfly
- 204 Boys 13 & Over 200 Butterfly
- 205 Girls 12-Under 100 Butterfly
- 206 Boys 12-Under 100 Butterfly
- 207 Girls 13 & Over 200 Backstroke
- 208 Boys 13 & Over 200 Backstroke
- 209 Girls 12 & Under 100 Backstroke
- 210 Boys 12 & Under 100 Backstroke
- 211 Girls 13 & Over 200 Breaststroke
- 212 Boys 13 & Over 200 Breaststroke
- 213 Girls 12-Under 100 Breaststroke
- 214 Boys 12-Under 100 Breaststroke
- 215 Girls 13-Over 400 IM
- 216 Boys 13-Over 400 IM
- 217 Girls 10 & Under 100 Freestyle
- 218 Boys 10 & Under 100 Freestyle
- 219 Girls Open 200 Freestyle Relay
- 220 Boys Open 200 Freestyle Relay

\*If more than 24 for the 1650 or more than 24 for the 1000 enter, the FIRST 24 entries received will swim. Coaches will be notified if this occurs. Note: Due to time restrictions, entries may be limited to an approximate 4 hour session. Entries will be taken on a first come basis.