



Manchester Swim Team

GSSA Championship Meet

Raco Theodore Pool,
Manchester NH



August 4-6, 2017

Sanctioned by NE Swimming #NE17-0804A

| | Name | Email | Phone |
|----------------|---------------------|--|--------------|
| Meet Director | Steve Van Der Beken | svanderbek@aol.com | 603-533-3554 |
| Meet Referee | MaryAnn Lustgraaf | maryanne.lustgraaf@unh.edu | 603-767-8309 |
| Entry Chair | Gregory Gowern | MSTRapids@comcast.net | 603-661-4186 |
| Admin Official | Gregory Gowern | MSTRapids@comcast.net | 603-661-4186 |
| Safety Monitor | Bill Ewing | wewing@comcast.net | 603-860-5050 |

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2017 LCM Meet Information

MEET FORMAT: The meet will be swum as pre-seeded timed finals; coaches will be required to submit a scratch sheet to the Clerk of Course 45 minutes prior to the start of each session. Failure to submit a scratch sheet to the Clerk of Course will result in scratching all swimmers in that session. Relay cards are due 1 hour before the relay event is to be completed. Events may be re-seeded if a large number of scratches are expected. No events will swim with more than one swimmer per lane

SITE: The Raco Theodore Swimming Pool is a 10-lane, 50 Meter x 25 yard pool with seven-foot-wide lanes with at least one lane for warm-ups. The start end of the pool is 7 feet deep; the turn end of the pool is 4 feet deep. Fully-automatic electronic timing with touch pads may be used for all events longer than 50 meters. The pool is located at Raco Theodore Park on Head Street in Manchester NH The competition course has not been certified in accordance with 104.2.2C(4).

PLAYGROUND NOTE: The playground outside of the fenced pool area is for children use only. This is a city playground and is open to the residents of Manchester during the meet. **There is absolutely no use of the playground as a viewing area during the meet by adults.** Adults are allowed in the playground area to supervise children using the playground only. Any adult standing on the top of the playground to watch the meet will be asked to leave the playground area immediately and failure to adhere to this may result in disqualification of swimmers and teams.

COURSE: Long course meters will be used for 11&Over Session. Short Course Yards will be used for 10&Under Session.

25-YARD/50 METER EVENTS: Some or all of the 50 meter events may be timed with stop watches only. **There are no starting blocks for the Short Course Yards Events, nor at the 4 foot end of the pool***25-yard events will start at the turn end of the pool.

RESERVE THE RIGHT TO MAKE CHANGES: Once a meet is sanctioned, changes can be made to the meet invitation before the meet, only with the approval of the Technical Chair, Bob Menck. Any change to the meet format after the meet begins will be at the discretion of the Meet Referee, and will be presented to the coaches at a coaches meeting.

MEET COMMITTEE/JURY: The Meet Jury will be made up of one official, one coach, and one athlete to be selected by the Meet Referee who will present issues and moderate the jury but not vote. The three members shall be from separate teams. The Meet Jury will decide all issues of eligibility and anything not addressed in the Meet Announcement. The Meet Referee shall have authority as described in the current USA Swimming Rulebook.

WEATHER PROTOCOL: If weather or facility conditions make it impossible to follow the original timeline of events, the Meet Director and Meet Referee have a right to make changes to the meet sessions. The Meet Director will notify the teams of the changes with as much notice as possible. **Cancellation of the meet, or a session,** is the decision of the Meet Director, Meet Referee and the Meet Jury.

ELIGIBILITY: All swimmers must be 2017 registered swimmers with United States Swimming. Swimmers may register with Carol Healey, PO Box 920133, Needham, MA 02492: office@neswim.com. Age is determined by the age of the swimmer on the first day of the meet. All coaches on deck must be registered with USA Swimming and proof of membership. Deck Pass is acceptable proof of membership.

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

2017 LCM Meet Information

USA/NON-USA REGISTERED SWIMMERS: USA registered swimmers must hold a current 2017 registration. All USA registered swimmers must have their results put in the SWIMS database and pay an entry fee of \$27.00 per swimmer. All non-USA registered swimmers must be insured by their organization and a certificate of insurance must be sent along with their entries by the due date. The entry fee for non-USA registered swimmers is \$22.00 per swimmer. If no certificate of insurance is sent, none of that's team's entries will be allowed – NO EXCEPTIONS! **Please note:** All checks and certificates of insurance must arrive by the entry due date. Any USA 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.

Insurance Due Date: All Insurance Certificates must be sent to GSSA President Brendan McLaughlin (coachmack2007@aol.com) no later than July 1st.

REGISTRATIONS: All swimmers and non-athletes must be registered (includes proof of age and payment) with USA Swimming before 5:00 pm on the Thursday before the first day of the start of the meet. New England teams are **required** to check their entries with the online registration check tool on the [New England Swimming web site](#) to verify registration status.

FALSE REGISTRATION: If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC may impose a fine of up to \$100.00 per event against the individual, member coach or a member club submitting a meet the entry.

DECK REGISTRATIONS: Will not be accepted

DISABILITY SWIMMERS: Any current athlete members of USA Swimming with a disability, as defined by USA Swimming Rules and Regulations, may enter this meet. If modifications to USA Swimming rules are necessary then the coach or athlete must notify the meet referee and meet director of any disability prior to competition. Coaches and teams entering swimmers with disabilities that require any accommodations shall provide advance notice in writing to the meet director by the entry deadline. Failure to provide advance notice may limit the host's ability to accommodate all requests.

The swimmer (or the swimmer's coach) is responsible for notifying the Referee, prior to the competition, of any disability of the swimmer and of the requested modification. The swimmer/coach shall provide any assistant(s) or equipment if required.

EVENTS AND SESSIONS: [Click to view](#)

ENTRY INFORMATION:

Sessions: Final warm up and start times will be provided once all entries are received. Times provided are estimates for planning purposes only. Once all entries are received entire sessions may be moved to different days to accommodate timeline

| | | | |
|--------------------|---------------------------|-----------------------|----------------------|
| SESSION I | FRIDAY, August 4 | 2:00 PM WARMUP | 3:00 PM START |
| SESSION II | SATURDAY, August 5 | 8:00 AM WARMUP | 9:00 AM START |
| SESSION III | SUNDAY, August 6 | 8:00 AM WARMUP | 9:00 AM START |

Entry Information:

Final Date of Acceptance: July 26th 2016 @ 5:00pm

2017 LCM Meet Information

Make checks payable to Manchester Swim Team and mail your payment to:

Manchester Swim Team
c/o Steve Van Der Beken
92 Pennsylvania Ave
Manchester, NH 03104

Payment Due Date for all entries: July 31th

Any team whose payment is not received by July 31^h may be cut from the meet and their swimmers may not be allowed to compete. There are two entry files for this meet – Events 1-32 and 33-100. Both files must be used and an export from each file must be sent as part of the entry process. The maximum number of entries per swimmer is 3 individual events and 2 relay events. Entry times must be in the correct format for the course being used. NT or No Times will not be accepted. Each team will receive two PDF files with copies of their complete entries, teams will then have 24 hours from receipt to make changes, add athletes or update times. Once confirmation of updated entries is received or notification of no changes is sent out, then no further changes will be made. All entries need to be sent via email to

MSTRapids@comcast.net

Divisions Alignment: Divisions will be determined by the GSSA League by July 20th. All teams must email GSSA President Brendan McLaughlin (coachmack2007@aol.com) an athlete count no later than July 15th.

ELECTRONIC ENTRIES: Electronic entries (such as from Hy-Tek Team Manager or other team management software) that are in CL2 or SD3/SDIF format may be emailed as an attachment to the entry chairperson at MSTRapids@comcast.net. Please check that your team name, address, and contact information are listed correctly in this file.

ENTRY TIMES All entries must be specified in Long Course Meters for 11&Over events and Short Course Yards for 10&Under Events. (Coach's times should be used instead of NT's)

ENTRY TIME UPDATES Entry times may be updated until 7 days prior to the first day of the meet. No new entries will be accepted after the July 26, 2016 entry deadline. Entry time updates should be sent via email to the entry chairperson at MSTRapids@comcast.net. Entry time updates must be sent as Hy-Tek format CL2 files with updated times. (New entries will be automatically excluded.)

RELAYS: Each team may enter as many qualified swimmers as desired for relay events. Only two relays per team may score.

TIME TRIALS: Time trials will be offered at the discretion of the Meet Director and the Meet Referee if time allows. Time trials are \$10.00 for individual events, and \$40.00 for relays. Per USA swimming rules there is a 6 event per day limit.

LEGAL SPLITS: Legal splits (including relay lead-offs) must be requested by a coach before the event using a legal split form (available from the Clerk of Course) and the requesting party must supply an additional timer on the lane for the split, if necessary, to meet the USA requirement.

PROGRAMS: \$5.00 per session.

WARM-UPS: Warm up assignments will be made based on size of entry. Unless needed for competition, there will be a warm up/cool down lane available for the duration of the meet.

OFFICIALS: If you know that you will be attending this meet, please email the Meet Referee and let him/her know your level of certification, team, and sessions you will be available. This is for pre-meet planning purposes only. All officials are welcome to work any number of sessions and walk-ons are always welcome.

SAFETY:

2017 LCM Meet Information

1. Diving will be prohibited during warm-ups except in specifically announced one-way sprint lanes. There will be no diving in the warm-up and warm-down areas at any time
2. No shaving is permitted at the competition site.
3. No glass containers are permitted within the facility.
4. Swimmers must be under the supervision of a coach. If a swimmer arrives at the meet without a coach, the swimmer should notify the referee before he/she warms up. The referee will assign the swimmer to a registered coach for warm-ups.
5. Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms, locker rooms, behind the blocks, or in any marked NO CAMERA ZONE.
6. Deck Changes are prohibited.

DRONES: 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.

Exceptions may be granted with prior written approval by the Vice President of Program Operations.

RULES: Current USA Swimming rules will govern all competition. Decisions by the Meet Referee will be final unless a written protest is lodged within 30 minutes of the heat swum. All swimmers, coaches and officials will follow the USA Swimming code of conduct under article 304 of the USA Swimming rules and regulations. Any violation of such policy will be reported to the Meet Referee and the New England Swimming office for further review and/or action.

SAFE SPORT: The conduct of all participants and spectators at a meet is governed by USA Swimming Rules 304/305. Any and all infractions must be reported to an official, the Meet Referee or the Meet Director to be resolved. USA Swimming and NE Swimming encourage all to report any witnessed or suspected forms of abuse/safe sport violations to the NE Swimming Safe Sport Chair, Anne Kaufman: nesafesport@gmail.com (857-928-3638) or through the [USA-S online reportable form](#).

PHOTOGRAPHY/PHOTOGRAPHERS ON DECK: As per New England Swimming policy, professional photographers contracted by Manchester Swim Team or press photographers who have been approved in advance by the Meet Director are allowed on deck. Use of audio or visual recording devices, including a cell phone, is not permitted behind the starting blocks, including in any spectator area behind the starting blocks, nor in any other marked NO CAMERA ZONE, including on deck. All NO CAMERA ZONES will be clearly designated. Email the Meet Director with questions and requests

DECK ACCESS: Only 2017 USA Swimming registered athletes, coaches, officials, and official meet staff is permitted on the pool deck. All non-athletes on the pool deck must display proof of their valid USA Swimming registration at all times. Deck Pass is an acceptable proof of membership. Individuals without proof of a valid membership in USA Swimming will be removed from the pool deck, and will be subject to a fine by New England Swimming.

SCORING: The meet will be scored. Scoring is to 16 places – (20, 17, 16, 15, 14, 13, 12, 11, 9, 7, 6, 5, 4, 3, 2, 1 - Relays are double points).

AWARDS: Medals and Ribbons will be awarded as per the GSSA advises for individuals

FOOD: A concession stand will be in operation for the duration of the meet.

EQUIPMENT VENDOR: A swimming equipment vendor (K&B Sportswear) will be selling suits, goggles, and other accessories for the duration of the meet.

MISCELLANEOUS: Manchester Swim Team and GSSA assume no responsibility for lost or stolen property. Pets of any kind and smoking are not permitted within the facility.

2017 LCM Meet Information

PARKING: Parking is available in a field near the pool area and in other designated areas. Illegally parked cars may be ticketed and or towed at the owner's expense.

DIRECTIONS: The Raco Theodore Swimming Pool is located at 54 Head Street, Manchester, NH 03102.

From the north, take 293 South to exit 4. Go straight through the lights. You should be on Harvell Street. Take a right onto Main Street. Go to your 3rd set of lights. Take a left onto Varney Street. Take your first right onto Head Street, the swimming pool will be on the left.

From the south, take 293 North to exit 4. Take a right onto Second Street. Go to the 2nd set of lights and take a left onto West Hancock Street. At the end of street take a right onto Main Street. At lights take a left onto Varney Street. Take your first right onto Head Street, the park will be on the left.

Events and Sessions

EVENTS SCHEDULE

SESSION I – LCM

| GIRLS | | BOYS |
|-------|--------------------------|------|
| 1 | 11-19 200 M I.M. | 2 |
| 3 | 11-19 200 M FREESTYLE | 4 |
| 5 | 11-19 50 M FREESTYLE | 6 |
| 7 | 11-12 50 M BREASTSTROKE | 8 |
| 9 | 13-19 100 M BREASTSTROKE | 10 |

SESSION II - LCM

| GIRLS | | BOYS |
|-------|--------------------------|------|
| 11 | 11-12 200 M MEDLEY RELAY | 12 |
| 13 | 13-14 200 M MEDLEY RELAY | 14 |
| 15 | 15-19 200 M MEDLEY RELAY | 16 |
| 17 | 11-19 100 M FREESTYLE | 18 |
| 19 | 11-12 50 M BUTTERFLY | 20 |
| 21 | 13-19 100 M BUTTERFLY | 22 |
| 23 | 11-12 50 M BACKSTROKE | 24 |
| 25 | 13-19 100 M BACKSTROKE | 26 |
| 27 | 11-12 200 M FREE RELAY | 28 |
| 29 | 13-14 200 M FREE RELAY | 30 |

SESSION III - SCY

| GIRLS | | BOYS |
|-------|---------------------------------|------|
| 33 | 8 & UNDER 100 YARD MEDLEY RELAY | 34 |
| 35 | 9-10 200 YARD MEDLEY RELAY | 36 |
| 37 | 8 & UNDER 25 YARD BUTTERFLY | 38 |
| 39 | 9-10 50 YARD BUTTERFLY | 40 |
| 41 | 8 & UNDER 50 YARD FREESTYLE | 42 |
| 43 | 9-10 100 YARD FREESTYLE | 44 |
| 45 | 8 & UNDER 25 YARD BREASTSTROKE | 46 |
| 47 | 9-10 50 YARD BREASTSTROKE | 48 |
| 49 | 8 & UNDER 25 YARD BACKSTROKE | 50 |
| 51 | 9-10 50 YARD BACKSTROKE | 52 |
| 53 | 8 & UNDER 25 YARD FREESTYLE | 54 |
| 55 | 9-10 50 YARD FREESTYLE | 56 |
| 57 | 8 & UNDER 100 YARD I.M. | 58 |
| 59 | 9-10 100 YARD I.M. | 60 |
| 61 | 8 & UNDER 100 YARD FREE RELAY | 62 |
| 63 | 9-10 200 YARD FREE RELAY | 64 |

***All 11-19 events will be competed together, but scored and processed for awards purposes by respective age group and division (11-12, 13-14, 15-16 and 17-19).**

Divisions Alignment: As stated above the Divisions will be determined by the GSSA League by July 20th. All teams must email GSSA President Brendan McLaughlin (coachmack2007@aol.com) an athlete count no later than July 15th.



COVER SHEET

Manchester Swim Team

GSSA Championship Meet

Raco Theodore Pool,
Manchester NH

August 4-6, 2017

CONTACT INFORMATION

| | | | |
|----------------------|--------|--------|-------|
| Club | | | Abbr: |
| Deck Coach: | Phone: | Email: | |
| Entries Contact; | Phone: | Email: | |
| Address: | | | |
| Unattached Swimmers: | | | |

ENTRY FEES

| | | | | |
|-------------------------|---|---------|---|----|
| USA Registered Swimmers | @ | \$27.00 | = | \$ |
| Non-USA Swimmers | @ | \$22.00 | = | \$ |
| TOTAL | | | = | \$ |

| | | | |
|---|--|----------------|--|
| Make check payable to: | Error! Reference source not found. | Entry Deadline | Error! Reference source not found. Error! Bookmark not defined. |
| Mail entries and check to: Steve Van Der Beken 92 Pennsylvania Ave Manchester, NH 03104 Error! Reference source not found. | For all entries, this form and payment must be received by Error! Reference source not found. Error! Reference source not found. | | |

Liability Waiver

Any swimmer whose entry is accepted will, for him/herself, his/her heirs, executors and administrations, waive and release any and all rights and claims for damages he/she may have against United States Swimming, New England Swimming, Manchester Swim Team and all injuries suffered by him/her at said meet. If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC may impose a fine of up to \$100.00 per event against the individual, member coach or a member club submitting a meet the entry

Signature of Authorized Team Official

Date