



updated: 02/21/2018

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2018 EASTERN ZONE SHORT COURSE CHAMPIONSHIPS

March 29 – 31, 2018

SPONSOR/HOST: USA Swimming, Inc. and Fairport Swimming, Inc. (FAST), Fairport, NY

SANCTION: Niagara Swimming, Inc. Sanction #NI-1718-108

LOCATION: Webster Aquatic Center
Webster-Schroeder High School
875 Ridge Road (Rt. 404), Webster, New York 14580

FACILITIES: The Webster Aquatic Center will be configured with one twenty-five (25) yard, ten-lane (10) indoor course, with continuous flow-through gutters, and non-turbulent lane dividers for this competition. Colorado Electronic Timing System, OMEGA touch pads, horn start and 10-lane scoreboard readout will be used. One 25-yard, six lane pool for continuous warm-up and warm-down will be adjacent to the competition course. The competition course has been certified in accordance with 104.2.2C(4) of the USA Swimming Rules and Regulations. A copy of this certification is on file with USA Swimming. Water depth spanning 1-5 meters away from both the start and turn ends of the competition course ranges from 6'8" to 7'6". Two 8-lane courses may be used for preliminary and distance at the discretion of the Meet Management depending on the volume of entries.

Meet Management and Zone leadership reserves the right to modify the course(s) in response to number of meet entries/size of meet.

MEET DIRECTORS:		MEET REFEREE:	ADMIN REFEREE:	ENTRIES & MEET OPERATIONS:
Doug Evans devans.FAST@gmail.com (585) 935-1415	Marci Callan mcallan@fairport.org (585) 451-2100	Rich Nolan Nolanr42@yahoo.com (978) 375-0544	Joann Faucett faucettjm@aol.com (518) 496-6136	Deborah Burke dburke1@rochester.rr.com

The Meet Personnel contact information is provided for official, designated representatives of the participating clubs, and for Eastern Zone/USA Swimming personnel only. Any swimmer or parent seeking information about how to enter the meet should contact their club representatives.

RULES: This meet is held under the sanction of USA Swimming, and will be governed by USA Swimming, Inc. rules.

All swimmers, coaches, and officials must be current 2018 members of USA Swimming. Any team or individual entering a swimmer without a current USA Swimming membership may be subject to a \$100 per swimmer fine. There will be NO deck registration. 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.

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.

REGISTRATION AND CREDENTIALS Coach packets and credentials for athletes, coaches and officials will be available in the entrance area on the lower pool level starting at 2:00 pm on Wednesday. Thursday and Friday, packets and credentials will be available starting at 7:15 am. On Saturday, please see the Meet Director.

Credentials must be visible at all times when on deck. \$10 will be charged for replacement of badges.

GENERAL MEETING:

A General Meeting will be held on Wednesday at 5:00 pm. If necessary, additional coach's meetings will be held as determined by the Meet Referee. It is the responsibility and obligation of each team or unattached swimmer to be represented at all coach's meetings (Rule 207.11.1C). Coaches are responsible for all information from these meetings including changes in the meet conduct, and the decisions made at this meeting.

EVENT ORDER:

The meet will be conducted in accordance with the included Schedule of Events.

INDIVIDUAL EVENTS:

All 11 & over events are Prelims and Finals (except for the 1000 & 1650 freestyle events & the 11-12 500 Free which are timed finals). All 11 & Over Prelim/Final events will have one heat of ten finalists in the evening session. All timed final distance freestyle heats will be swum in the morning session (except as noted below), fastest to slowest, alternating female/male heats. This includes the 11-12 500, 13 & Over Men's 1000, and the 13 & Over Women's 1650 freestyle. The top 10 seeded swimmers in the 13-14 & 15-18 Women's 1000, and the 13-14 & 15-18 Men's 1650 freestyle events will swim in the finals session.

All 10 & Under events are Timed Final Events and will be swum in the afternoon session.

RELAYS:

All Relays are timed finals. All heats of the 11 & Over Relays will be swum during the Evening Finals session. Relays will be seeded fastest to slowest, with the fastest two heats of each age group scheduled first, followed by remaining heats alternating by age group. All heats of the 10 & Under relays will be swum in the afternoon session.

STARTING TIMES (All Days):

11 & Over Prelims: Warm-up 7:30 AM Start 9:00 AM

10 & Under Timed Finals:

<u>Thursday</u>	Warm-up 12:30 PM	Start 1:30 PM
<u>Friday</u>	Warm-up 12:15 PM	Start 1:20 PM
<u>Saturday</u>	Warm-up 1:15 PM	Start 2:15 PM
Evening Finals:	Warm-up 4:00 PM	Start 5:00 PM





Note that Session Warm-ups and Start times for the 10 & Under Timed Finals and the Finals Sessions could change based on timelines. Changes will be posted on the Eastern Zone website, posted at the venue, and announced during the meet as necessary. Warm-up session for the 11 & Overs will be split with Clubs assigned specific warm-up times and lanes if deemed appropriate by the Meet Directors.

ENTRY ELIGIBILITY:

The meet is open to any swimmer who meets the qualifying times and is currently registered with USA Swimming in one of the twelve LSCs in the Eastern Zone. Athletes with seasonal athlete memberships are not eligible. Some exclusionary criteria apply – see below.

EXCLUSIONARY CRITERIA FOR ELIGIBILITY

Athletes who have competed in an individual event at the USA Swimming National Championship, the USA Swimming Spring Championships, U.S. Open, the USA Swimming Junior Championships or a USA Swimming Trials Class meet are not eligible to enter and compete at the Eastern Zone Age Group Championship meet. Athletes 13 years of age and over who have achieved a qualifying time in an individual event for any of the above meets prior to the entry deadline for the Eastern Zone Championship meet may not enter/compete in the Eastern Zone Championship meet. 12 and Under Swimmers may not enter the Zone meet if they have participated in an individual event in any of the aforementioned meets.

ENTRY LIMITS & BONUS ENTRY FORMULA:

Each swimmer may be entered in a maximum of six (6) individual events in the meet and not more than three (3) individual events per day. In the 10 & Under and 11 – 12 age groups, swimmers are allowed to enter one bonus event for each event entered with a qualifying time, up to the maximum of 6 individual events. Bonus event entries must comply with the bonus entry time formula of 1 second per 50 (i.e. bonus event entry for a 50 yard event must be within 1 second of the qualifying standard, bonus event entry in a 200 yard event must be within 4 seconds of the qualifying standard, etc). There are no qualifying time standard for relays for this meet. Relays must be made up of swimmers entered in the meet in individual events. Clubs are allowed to enter no more than 2 relays per relay event. The swimmer’s age on March 29, 2018 shall be their age for the entire meet.

Entries for this meet will be capped at 875 athletes. Distribution of the athlete maximum capacity is as follows:

10 & Unders: Maximum of 275 Athletes

11 & Overs: Maximum of 600 Athletes

Clubs may begin entering athletes into this meet as of February 5, 2018 using the entry file posted on the Eastern Zone website and emailing it to Deborah Burke (dburke1@rochester.rr.com). Teams will be sent confirmation via e-mail of their entries once received. Please verify your entries are correct immediately after receiving confirmation! Expect a response regarding entries within 48 hours. If a response is not received within 48 hours, please check the email address and re-submit. Entries will close for this meet once the capacities noted above are reached, or on March 19, 2018 at 5:00 pm, which ever comes first. Clubs are encouraged to complete and submit entries as early as possible to ensure acceptance into the meet. Entry times for previously accepted entries may be updated until the entry deadline of 5:00 pm on March 19 by emailing entry chair with updated times. Updated entry times will be





verified through the SWIMS database. It is advised that Clubs submit their entry as early as early as practical, then update times as necessary prior to the entry deadline. IF YOUR CLUB HAS ADDITIONAL SWIMMERS WHO QUALIFY AFTER YOUR INITIAL ENTRY SUBMISSION, YOU MUST SUBMIT AN ENTRY FILE WITH THE NEWLY QUALIFIED ATHLETES ONLY TO THE ENTRY CHAIR. THE ADDITIONAL ATHLETE ENTRIES WILL BE ACCEPTED UP TO THE SPECIFIED MEET CAPACITY OR THE SPECIFIED ENTRY DEADLINE, WHICHEVER COMES FIRST. SWIMMERS PREVIOUSLY ACCEPTED INTO THE MEET MAY ADD EVENTS FOR WHICH THEY QUALIFY UP TO THE MEET ENTRY DEADLINE.

Clubs are fully financially responsible for all fees associated with all entries. Clubs who enter Athletes who later wish to withdraw after acceptance of entry are required to pay all associated fees unless waived by Meet Management.

ENTRY TIMES:

Verification of times for all individual events is required through the SWIMS database. Any individual entry times that cannot be verified through SWIMS will require a proof of time to be submitted prior to the first session of the meet. Times must have been achieved by the swimmer between March 30, 2017 and March 19, 2018. **No converted or non-conforming times are allowed for entry to this meet.**

SWIMMERS WITH DISABILITIES

Athletes with a disability are welcomed and shall provide advance notice of desired accommodations to the Meet Director. The athlete (or the athlete’s coach) is responsible for notifying the session referee of any disability prior to the competition. With the recommendation of the Club Coach or Manager, the meet staff will determine where the swimmer best fits into the meet (seeded with their peers, seeded with their peers but in a shorter distance, seeded with younger swimmers, etc.) and will place them accordingly. All swimmers with disabilities competing in the meet will receive participation medals. Swimmers with disabilities who meet the qualifying time standards are guaranteed entry into the meet as long as all other entry criterion are met by the entry deadline, irrespective of the stated athlete capacity. Swimmers with disabilities who do not meet the attached time standards are welcomed to participate, with a capacity of 40 athletes for the meet. Submit the applicable form included with this announcement with the Fee Reconciliation form attached to this announcement.

SCRATCHES:

Positive check-in is required for the following individual events, all age groups, for preliminary sessions: 400 IM, 500 Free, 1000 Free, and the 1650 Free. Positive check-in closes at the 30 minute mark of the warm-up period for that session.

The scratch procedure for Finals will be in accordance with USA Swimming rules. 207.11.6. A-E. Scratches from Finals must be reported to the Officials table no later than 30 minutes following the announcement of the preliminary results. No formal scratching is necessary for preliminary swims.

ENTRY CONTRACTUAL OBLIGATIONS:

The submission of an entry by a Club represents a contract between the Club and the host team. Entry in this meet represents the entering Club’s intention to comply with the rules and regulations of the meet as stated. Clubs are fully financially responsible for all fees associated with all entries. Clubs who enter Athletes who later wish to withdraw after acceptance of entry are required to pay all associated fees unless waived by Meet Management





Entries shall be submitted using the entry file provided by the meet host, posted on the Eastern Zone website. Entry times must be in short course yards. Converted times or non-conforming times will not be accepted.

Entry fees shall be calculated as follows:
Individual Events: \$8/entry/event
Relay Events: \$10/relay/event
Swimmer Surcharge: \$5/swimmer

Clubs are fully financially responsible for all fees associated with all entries. Clubs who enter Athletes who later wish to withdraw after acceptance of entry are required to pay all associated fees unless waived by Meet Management.

Entries will close on March 19, 2018 at 5:00 PM or when the above stated capacities are reached, which ever comes first. Payment in full for entries must be received by March 26, 2018, payable to Fairport Swimming, Inc.. entry fees may be mailed to:

Fairport Swimming
PO Box 81
Fairport, NY 14450.

Entry fees must be received by the Meet Entry Director no later than March 26. **NO FAX OR TELEPHONE ENTRIES WILL BE ACCEPTED!**

SCORING: Individual Events: 11-9-8-7-6-5-4-3-2-1 (1st thru 10th)
Relays: 22-18-16-14-12-10-8-6-4-2 (1st thru 10th)

AWARDS: Individual events: Medals 1st - 8th place, & High Point Awards for each age group, Men & Women
Relays: Medals through 3rd place
Team: 1st Place Men's team, 1st Place Women's team, top three combined team score
Record Breakers: All record breakers will receive a Commemorative Certificate

Awards will be presented to 10 & Under swimmers at awards ceremonies during the afternoon sessions. All other awards will be available for pickup at the conclusion of that day's Finals Session.

SEEDING:
This is a pre-seeded meet for all prelim sessions, and the 10 & Under sessions, noting the aforementioned positive check-in requirements for individual events of 400 yard and above distances (see page 2). Ten (10) swimmers will advance to the finals for all Prelim-Final Events. The fastest 10 entrants of the timed final 1000 Freestyle for Women and 1650 Freestyle for Men will swim in the finals session. Please also refer to detail regarding the seeding of relay events contained on page 2 of this announcement.





PRACTICE TIME:

The Webster Aquatic Center will be open from 4:00 PM to 8:00 PM on Wednesday, March 28, 2018 for general warm-up for athletes properly entered into the meet.

WARM-UPS:

All applicable Niagara LSC warm-up procedures for 10 and 6 lane facilities will apply. No equipment may be used during the official warm-up period. Clubs are expected to supervise their athletes to ensure a safe warm-up period.

Proper and safe warm-ups are the responsibility of all athletes and coaches, and will be enforced by Meet Marshals, Officials, and Meet Management personnel. There will be absolutely NO DIVING AT ANY TIME DURING THE WARM-UP OR MEET IN THE WARM-UP/WARM-DOWN POOL (which is the diving well of this facility!)

**2017 EASTERN ZONE SHORT COURSE CHAMPIONSHIPS
ORDER OF EVENTS**

**Thursday (Day 1):
Preliminary Heats, 11 & Overs, Session 1**

Girls Event #	Girls Qualifying Time	Event Description	Boys Qualifying Time	Boys Event #
1	2:22.39	11-12 200 Backstroke	2:22.89	2
3	1:13.09	15-18 100 Breaststroke	1:04.89	4
5	1:12.09	13-14 100 Breaststroke	1:06.69	6
7	34.29	11-12 50 Breaststroke	33.59	8
9	2:01.09	15-18 200 Freestyle	1:51.29	10
11	2:00.69	13-14 200 Freestyle	1:52.69	12
13	58.29	11-12 100 Freestyle	57.49	14
15	1:02.49	15-18 100 Butterfly	:55.99	16
17	1:01.79	13-14 100 Butterfly	:56.79	18
19	28.99	11-12 50 Butterfly	28.59	20
21	4:50.39	15-18 400 Individual Medley	4:29.19	22
23	4:48.09	13-14 400 Individual Medley	4:30.09	24
25	2:23.39	11-12 200 Individual Medley	2:20.79	26
27	11:07.29	15-18 1000 Freestyle – Timed Final, Fastest Heat of Women in Finals. All Men’s heats will be in prelims session.	10:19.79	28
29	11:05.09	13-14 1000 Freestyle – Timed Final, Fastest Heat of Women in Finals. All Men’s heats will be in prelims session.	10:27.69	30





Timed Finals, 10 & Unders, Session 2

Girls Event #	Girls Qualifying Standard	Event Description	Boys Qualifying Standard	Boys Event #
201	1:05.39	100 Freestyle		---
---		100 Individual Medley	1:13.79	202
203	38:49	50 Breaststroke		---
---		100 Breaststroke	1:27.59	204
205	33.19	50 Butterfly		---
---		50 Backstroke	34.99	206
207	2:40.49	200 Individual Medley		---
---		200 Freestyle	2:22.19	208
209	6:26.59	500 Freestyle		---
---		400 Freestyle Relay	No Cut	210
211	No Cut	200 Freestyle Relay		---

Finals, Thursday, Session 3

Girls Event #	Event Description	Boys Event #
29	13-14 1000 Freestyle – FASTEST HEAT OF <u>WOMEN ONLY</u>	
1	11-12 200 Backstroke	2
3	15-18 100 Breaststroke	4
5	13-14 100 Breaststroke	6
7	11-12 50 Breaststroke	8
9	15-18 200 Freestyle	10
11	13-14 200 Freestyle	12
13	11-12 100 Freestyle	14
15	15-18 100 Butterfly	16
17	13-14 100 Butterfly	18
19	11-12 50 Butterfly	20
21	15-18 400 Individual Medley	22
23	13-14 400 Individual Medley	24
25	11-12 200 Individual Medley	26
27	15-18 1000 Freestyle – FASTEST HEAT OF <u>WOMEN ONLY</u>	
31	11-12 400 Freestyle Relay	32
33	13-14 400 Freestyle Relay	34
35	15-18 400 Freestyle Relay	36





**Friday, Day 2
Preliminary Heats, 11 & Overs, Session 4**

Girls Event #	Girls Qualifying Time	Event Description	Boys Qualifying Time	Boys Event #
43	2:27.49	11-12 200 Butterfly	2:25.49	44
45	2:18.59	15-18 200 Individual Medley	2:05.89	46
47	2:16.59	13-14 200 Individual Medley	2:07.99	48
49	1:06.99	11-12 100 Individual Medley	1:05.69	50
51	25.69	15-18 50 Freestyle	23.39	52
53	25.59	13-14 50 Freestyle	23.89	54
55	2:38.49	15-18 200 Breaststroke	2:21.89	56
57	2:34.59	13-14 200 Breaststroke	2:23.89	58
59	1:14.99	11-12 100 Breaststroke	1:13.29	60
61	1:04.39	15-18 100 backstroke	58.99	62
63	1:03.79	13-14 100 Backstroke	59.19	64
65	31.09	11-12 50 Backstroke	30.89	66
67	5:22.39	15-18 500 Freestyle	4:59.29	68
69	5:22.29	13-14 500 Freestyle	5:02.79	70
71	2:06.59	11-12 200 Freestyle	2:04.19	72

Timed Finals, Day 2, 10 & Unders, Session 5

Girls Event #	Girls Qualifying Time	Event Description	Boys Qualifying Time	Boys Event #
---		100 Freestyle	1:04.77	212
213	1:14.19	100 Individual Medley		---
---		50 Breaststroke	38.29	214
215	1:26.99	100 Breaststroke		---
---		50 Butterfly	32.89	216
217	34.89	50 Backstroke		---
---		200 Individual Medley	2:39.99	218
219	2:21.79	200 Freestyle		---
---		500 Freestyle	6:17.39	220
221	No Cut	400 Freestyle Relay		---
---		200 Freestyle Relay	No Cut	222





Finals, Day 2, Session 6

Girls Event #	Event Description	Boys Event #
37	11-12 200 Freestyle Relay	38
39	15-18 200 Freestyle Relay	40
41	13-14 200 Freestyle Relay	42
43	11-12 200 Butterfly	44
45	15-18 200 Individual Medley	46
47	13-14 200 Individual Medley	48
49	11-12 100 Individual Medley	50
51	15-18 50 Freestyle	52
53	13-14 50 Freestyle	54
55	15-18 200 Breaststroke	56
57	13-14 200 Breaststroke	58
59	11-12 100 Breaststroke	60
61	15-18 100 Backstroke	62
63	13-14 100 Backstroke	64
65	11-12 50 Backstroke	66
67	15-18 500 Freestyle	68
69	13-14 500 Freestyle	70
71	11-12 200 Freestyle	72
73	15-18 200 Medley Relay	74
75	13-14 200 Medley Relay	76





**Saturday, Day 3:
Preliminary Heats, 11 & Overs, Session 7**

Girls Event #	Girls Qualifying Standard	Event Description	Boys Qualifying Standard	Boys Event #
99	5:39.39	11-12 500 Freestyle – TIMED FINAL. ALL HEATS IN PRELIMINARY SESSION	5:35.99	100
101	2:18.89	15-18 200 Backstroke	2:06.09	102
103	2:41.89	11-12 200 Breaststroke	2:39.89	104
105	2:17.99	13-14 200 Backstroke	2:08.19	106
107	1:06.39	11-12 100 Backstroke	1:06.39	108
109	55.69	15-18 100 Freestyle	51.09	110
111	55.19	13-14 100 Freestyle	51.19	112
113	26.89	11-12 50 Freestyle	26.49	114
115	2:20.89	15-18 200 Butterfly	2:05.69	116
117	2:17.99	13-14 200 Butterfly	2:07.59	118
119	1:04.69	11-12 100 Butterfly	1:03.39	120
121	18:29.59	15-18 1650 Freestyle – Timed Final, Fastest Heat of MEN in Finals. ALL WOMEN'S HEATS IN PRELIM SESSION	17:24.49	122
123	18:31.29	13-14 1650 Freestyle – Timed Final, Fastest Heat of MEN in Finals. ALL WOMEN'S HEATS IN PRELIM SESSION	17:25.69	124

Timed Finals, 10 & Unders, Session 8

Girls Event #	Girls Qualifying Time	Event Description	Boys Qualifying Time	Boys Event #
223	1:14.99	100 Backstroke	1:15.49	224
225	29.59	50 Freestyle	29.59	226
227	1:15.29	100 Butterfly	1:14.69	228
229	No Cut	200 Medley Relay	No Cut	230





Finals, Day 3, Session 9

Girls Event #	Event Description	Boys Event #
---	13-14 1650 Freestyle – FASTEST HEAT OF <u>MEN ONLY</u>	124
101	15-18 200 Backstroke	102
103	11-12 200 Breaststroke	104
105	13-14 200 Backstroke	106
107	11-12 100 Backstroke	108
109	15-18 100 Freestyle	110
111	13-14 100 Freestyle	112
113	11-12 50 Freestyle	114
115	15-18 200 Butterfly	116
117	13-14 200 Butterfly	118
119	11-12 100 Butterfly	120
---	15-18 1650 Freestyle – FASTEST HEAT OF <u>MEN ONLY</u>	122
125	11-12 200 Medley Relay	126
127	13-14 400 Medley Relay	128
129	15-18 400 Medley Relay	130

OFFICIALS:

Certified Officials wishing to officiate at the meet should submit an application by March 20, 2018.

Officials Application Link:

https://docs.google.com/forms/d/e/1FAIpQLSdmQI7WTfpSg_nc7pUz5ZVVG2f6tZcru29ScLVUj0085i2Mg/viewform

This meet is approved as an Officials Qualifying Meet (OQM) for all positions up to N3 Final with the exception of Administrative Referee (to N2) under the National Officials Certification Program. Any official interested in being evaluated should submit an Application to Officiate noting the request for evaluation by March 20. If you will be requesting a National Certification Program evaluation, please note the position and level of the evaluation request and submit the application by March 20, 2018. Details of the National Certification program can be found on the USA Swimming Website here:

[National Certification Program](#)

Official's briefings will take place 1 hour prior to the start of each session.





TIMERS:

It will be necessary to solicit timers from the spectators attending the meet. All visiting teams should be prepared to provide lane timers. The Meet Director reserves the right to assign teams with lane assignments for timer coverage depending on the volume of entries.

PROGRAM & ADMISSION:

Meet Prelim Programs will be on sale for \$15.00.
Spectator admission fee is \$5.00 Prelims / \$3.00 Finals.
Full Meet Admission Pass (all sessions, all days): \$30

Final heat sheets will be \$2.00 each night.
Children under 12 admitted free of charge

SEATING FOR TEAMS & SPECTATORS

Pool deck team seating areas will be determined if necessary at the at the discretion of the Meet Director based on relative team sizes and will be announced prior to the start of the meet. Only Coaches, swimmers, Officials, credentialed USA Swimming representatives, and timers will be allowed on the pool deck. Note that the spectator seating area must be cleared at the conclusion of each session, and as announced. Spectator seating will be re-opened no more than 30 minutes prior to the warm-up time of each finals session.

DECK CREDENTIALS

Credentials will be required for entry onto the deck. Everyone receiving a Credential will be required to show current USA Swimming Membership, and all coaches will be required to show current & valid Coaching Credentials. Coaches packets and credentials for athletes, coaches and officials be available in the entrance area on the lower pool level starting at 2:00 pm on Wednesday. Thursday and Friday, packets will be available starting at 7:15 am. Saturday morning, please see the Meet Director.

DECK ACCESS

Swimmers shall access the pool deck through the locker rooms. Coaches and Officials shall gain access through the deck entrance in the lobby. Please use designated pool entry areas only. Only swimmers, coaches, officials, and meet staff with proper credentials will be permitted on the pool deck. These must be visible at all times when on deck. Teams will be allocated deck passes for coaches using the following formula based on the number of athletes entered into individual events:

1-5	Swimmers in individual events or 1 relay only team with any number of alternates	1 deck pass
6-12	Swimmers in individual events	2 deck passes
13-22	Swimmers in individual events	3 deck passes
23-30	Swimmers in individual events	4 deck passes
31-39	Swimmers in individual events	5 deck passes
40-49	Swimmers in individual events	6 deck passes
50+	Swimmers in individual events	7 deck passes





Coaches must request a deck pass upon submission of their clubs' entry file. Deck passes will only be issued to individuals registered with USA Swimming. All coaches must be prepared to show a current USA Swimming registration card at the registration table to receive their deck pass

MEET MARSHALS:

Marshals have the authority through the Meet Referee to enforce orderly and safe warm-ups and atmosphere on the pool deck. A swimmer and/or coach may be removed from the deck for noncompliance with warm-up procedures. Procedures attached.

CONDUCT:

Proper conduct at all times will be enforced by coaches, chaperones, parents, staff, meet marshals, and meet directors. All issues of alleged misconduct which occur within the meet venue (defined as the entire Webster Aquatic Center facility) will be evaluated by the Meet Referee and Meet Management personnel. Any issues of misconduct that occur within the meet venue will be under the direct jurisdiction of the Meet Referee for disciplinary action. Any protest of the Referee's decision will be considered by a Meet Jury. Coaches and/or official representatives of all Clubs shall immediately report all alleged occurrences of misconduct at the Webster Aquatic Center to one of the Meet Directors who will gather details and consult with the Meet Referee for intervention. The Zone manual defines misconduct as follows:

- "Misconduct includes but is not necessarily limited to: (1) Violation of safety guidelines outlined in the meet announcement or posted in the venue. (2) Disrespect to meet management personnel, officials or fellow athletes. (3) Stealing, destroying, vandalizing or possessing the property of others. (4) Possession or use of alcoholic beverages, tobacco products or illegal drugs."

Additionally, swimmers, coaches, parents, etc. are restricted to the pool area, adjoining locker rooms, the adjacent hallway and balcony area. **ANY SWIMMER FOUND IN RESTRICTED AREAS WILL BE BARRED FROM THE REMAINDER OF THE MEET.**

No glass containers are allowed in the pool and locker room areas.

Deck changes are prohibited.

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.

Unless approved in writing in advance of the competition by the Vice President of Program Operations, 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.

PROTESTS:

Any protest must be presented to the Meet Referee and will be managed in accordance with USA Swimming Rules 102.23. It is suggested that in addition to a swimmer and coach an official also be a participant in the meet jury.





- Protests, eligibility or otherwise, must be submitted in writing by the Team Manager and must be accompanied by a \$50 protest fee made payable to the Eastern Zone. This fee shall be returned if the protest is upheld.
- A Meet Jury will adjudicate any protests, including issues of conduct that may occur in the meet venue.
- The Meet Jury shall refer to Rule 102.23 of the USA Swimming Rules and Regulations regarding all protests.
- The Meet Jury may not change any of the rules of eligibility, substitution, or scoring.
- Any member involved in a formal pre-protest meeting/ discussion may not be a representative of the meet jury.
- Should there be a protest prior to the start of the meet, the Meet Referee shall convene a Meet Jury consisting of the Coach Director, the Non-Coach Director, the Technical Chair, the Zone Championship Chair, and the Zone Athlete Representative. Each member of the Meet Jury may designate a proxy, but at least one member of the jury shall be an athlete.

REFRESHMENTS:

Concessions, operated by the Webster Blue Fins Swim Club/WABO, will be available for purchase in the lobby of the Webster Aquatic Center. The hours of operation for concessions will be as determined by the Blue Fins/WABO Organization. Coaches and officials hospitality will be located in a separate area, accessible from the pool deck, provided by the Meet Host.

PARKING:

Parking in large lots adjacent to the Webster Aquatic Center will be available at no charge.

WARM-UPS:

The warm-up period for all sessions will be as described per the included Niagara LSC procedure for warm-ups in a 10-lane course. No paddles or ancillary equipment may be used during the official warm-up period. Coaches are expected to supervise their athletes to ensure a safe warm-up period.

THE WARM-UP PROCEDURE BELOW WILL BE USED FOR THE EVENING FINALS SESSIONS ONLY!

Warm-up Procedures for the Evening 11 & Over FINALS Session.

Pre-Meet warm-up period

Control/Supervise - Key words for safe warm-ups.

Marshals should be actively supervising the warm-ups to ensure that proper procedures are followed.

General warm-up period

The first 30-45 minutes are for general warm-ups in all lanes.

There shall be **NO DIVING** off the blocks or the edge of the pool at this time.

Outside Lanes - Kicking only.

Inside Lanes - Swimming and pulling only; no paddles.

No sprinting or pace work.

Specific warm-up period

Last 30-45 minutes of pre-meet warm-up period.

In a ten-lane pool, each lane shall be scheduled as follows:

Lanes 1 & 10 push off one or two lengths & back, beginning at the starting end of the pool. Circle swimming only.

Lanes 2 & 9 racing start only. Swim one length only. All swimmers begin at the starting end of the pool.

Lanes 3, 4, 5, 6, 7, 8 general warm-up only (as above) **NO DIVING**.





Important Points for Specific Warm - Up Period

- No diving in lanes other than those designated for racing dives. The blocks should be marked to remind swimmers that they should not dive.
- Start all swimmers in all lanes at the starting end of the pool.
- Coaches should stand at the starting end of the pool when verbally starting swimmers on sprint or pace work.
- Swimmers should be reminded by coaches that breaststrokes need more lead-time than freestylers or butterfly swimmers.
- Backstrokers should be reminded of the danger of leaving simultaneously with someone on the block. No one should be allowed on the starting block until the backstroker has executed his/her start.
- The announcer should announce lane changes and/or warm-up changes as per general and specific. The announcer can serve as the reminder of procedures.
- Coaches should maintain as much contact with their swimmers as possible - verbal and visual - throughout the warm-up period.
- The Coaches should understand that responsibility for supervision of their swimmers is the same at meets as when on deck at practice.
- Marshals have the authority through the Meet Director over the warm-up. A swimmer and/or Coach may be removed from the deck for interfering with the Marshals.
- When the number of participants for a meet session cannot be safely accommodated during the same warm-up period, warm up sessions should be split to provide a safe and adequate warm-up time for all.
- The meet Referee shall have responsibility to establish and enforce rules for safe conduct within the competitive pool during the duration of the swimming competition.
- The meet Safety Committee shall have responsibility for safety rules in all other areas during competition and shall assist the meet Referee in the competition pool if necessary.
- The meet Safety Committee shall have any person deliberately violating safety rules removed from the meet facility.
- There shall be at least one Marshal at each end of the pool to ensure the warm-up procedures will be followed.
- Warm-up procedures shall be enforced for any breaks scheduled during the competition.
- Discretion and common sense must be used when establishing procedures. The above procedures may be modified by the meet Referee according to the needs of the meet.





Procedures for Inclusion of Swimmers with Disabilities

Swimmers with disabilities may compete without having achieved the entry criterion above. However, they must provide a time for each event they enter. Swimmers with disabilities shall be entered on the form included on the next page. You can email this information – but all of the information on the entry form must be included in the email! Classification of a swimmer with a disability is irrelevant.

Swimmers with disabilities may compete in finals, earn awards and score points for their team in the same manner as able-bodied swimmers.

It is the responsibility of the swimmer, or his/her coach, to inform the Meet Referee of any disability-related accommodations he/she may need to compete. In addition, this information must be given in advance of the meet on the entry form. The Meet Referee shall determine any modifications that may be required. This information shall be relayed to the starter and stroke and turn judges. Visually impaired swimmers who require tappers must bring their own devices & individuals to use them.

Aside from the norm, the meet staff has the ability to seed the swimmer with a disability in a number of ways. These options include: seed the swimmer with others of the appropriate gender, allowing the swimmer to complete half the distance of their age group (swim the 100 yard backstroke during the 200 yard race), or swim with a younger age group where their entry time is similar to the able-bodied swimmers for the same distance (a 15 year old swimmer with a disability could swim the 100 freestyle with the 10 & under age group). The final meet results should show the swimmer with a disability listed in the correct age and event, regardless of where he/she actually competed. The Meet Referee may reassign the lane of a deaf swimmer if a required view of the strobe light is obscured, and the light cannot be repositioned.

It is the swimmer’s responsibility to complete and submit an application for an American Record should one be set.

See Entry Form beginning on next page:





**2018 Eastern Zone Short Course Championships
Sanctioned by Niagara Swimming, Inc., #NI-1718-108
Swimmers with a Disability Entry Form**

Name: _____

Club: _____ LSC: _____

USA Swimming #: _____ Age first day of the meet: _____

Swimmer email address: _____

Swimmer phone number: _____

Name of person completing this form: _____

Email address: _____ Phone #: _____

Please enter events below. The maximum number of events for any swimmer is six (6) events. Please indicate the swimmer's preference regarding seeding of their entry for each event. Please note that changing age groups may change the session & location that the swimmer competes. Changing the distance may change the date on which the swim occurs. Take these factors into consideration when selecting the seeding procedure for each event listed below. The meet staff has the final decision regarding seeding procedures.

Event #	Event Description	Entry Time	Seed with Age Group (same age, same distance)	Seed with Different Distance (same age different distance)	Seed with Comparable Time (younger age, distance depends on entry time)





**EASTERN ZONE SWIMMING SHORT COURSE CHAMPIONSHIP
Head Coach/Team Manager Code of Conduct**

I have read and understand Articles 304 and 305 of the USA Swimming Rulebook. I understand that actions meant to demean or harm other athletes, coaches, officials, and spectators will not be tolerated. I understand that facility damage and theft of any item(s) is not acceptable actions and will not be tolerated. I will do my best to make sure my team is under direct supervision at all times. I will do everything in my power to make sure that the team acts accordingly during the course of the event. I understand that any infractions could lead to expulsion from the event and facility for individuals and or my team.

Team Manager	Head Coach:	Date
Print Name:	Print Name:	
Signature:	Signature:	

All Codes of Conduct must be turned in by the conclusion of Team Managers/Coaches Meeting.





Eastern Zone Short Course Swimming Championship Fee Reconciliation Form
March 29 – 31, 2018
Sanctioned by Niagara Swimming, Inc., #NI-1718-108, Hosted by Fairport Swimming, Inc.

TEAM/LSC _____ : TEAM CODE: _____

COACH: _____ TEL. #: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PERSON: _____ TEL #: _____

EMAIL ADDRESS: _____

TEAM HOTEL: _____ TEL #: _____
(IN CASE OF EMERGENCY)

Entry Fee Calculation:

of Entries, Individual Events: _____ x \$8 = _____

of Entries, Relay Events: _____ x \$10 = _____

of Athletes Surcharge: _____ x \$5 = _____

TOTAL _____

Clubs are fully financially responsible for all fees associated with all entries. Clubs who enter Athletes who later wish to withdraw after acceptance of entry are required to pay all associated fees unless waived by Meet Management. **MAKE CHECKS PAYABLE TO "FAIRPORT SWIMMING, INC." THIS FORM MUST BE SUBMITTED WITH FULL PAYMET TO BE CONSIDERED A COMPLETE ENTRY. EXPRESS MAIL OR FED EX WITH WAIVER OF SIGNATURE REQUIREMENT TO:**

Fairport Swimming
PO Box 81
Fairport, NY 14450

Questions can be directed to Deborah Burke at (585) 356-4923 (Team Managers & Club Reps only)

ENTRIES CLOSE 5:00 PM, March 19, 2018 – Payment in full must be received by March 26, 2018.

