

Riptide Meet Handbook

All swim meet related questions may be answered by emailing dchscriptide@gmail.com. This handbook addresses the most common questions and gives directions for registering your swimmer in a Riptide meet.

USA Swim Meets

Riptide swims under the sanction of USA Swimming. Our LSC (Local Swimming Committee) is ISI (Iowa Swimming Inc.). This includes the majority of Iowa except the extreme western edge, Council Bluffs, Sioux City etc.

USA Swim Meet Types

1. **Invitational Meets**-The majority of the meets we attend are large, sanctioned, invitational type meets hosted by other teams within ISI. These are open to any ISI team. These meets can fill quickly as they are limited by rules stating the length of session and the number of splashes at each session.
 - a. These meets typically run 2-3 days with morning and afternoon sessions each day.
 - b. There will be a fee associated with entry into these meets, an entry fee, an ISI fee and a per event fee. For a typically two day meet expect to be charged around \$20-\$40/ day. These fees are invoiced to your Riptide account.
 - c. The Meet Invite Document will be posted on the website. This gives all the information regarding the meet. Place, time, session and warm up times, list of events and fees for starters. Please take some time to review this prior to signing up for the meet.
2. **IntraSquad or Dual Meets**-We will usually host an IntraSquad meet (only Riptide swimmers) or a Dual meet (Riptide + one other team) each season. These will be at Dowling or the other team's pool and will be much smaller than the Invitational meets. Usually these meets have lower fees or no fees and no event limits.. Sign up procedures are the same as all other meets. These meets may or may not be USA Sanctioned. The significance of sanctioning is discussed later in this handbook.
3. **ISI State Championship Meet**- There are two meets that require qualifying times which we attend each season. The largest is the ISI State Championship Meet held at the end of the season.
 - a. To attend this meet you must have the ISI Q time for the events you wish to swim. Meet Qualifying Times are found under the "Meet Info" "Time Standards" link from our homepage. They are based on the age of the swimmer on the first day of the State Meet.
 - i. Meaning, if your birthday is anytime between the beginning of the season and the first day of the State Meet you must have Q times for your new age as of the first day of the State Meet.
 - b. The Fall/Winter meet is split into two weekends in February, each consisting of sessions beginning Friday night. One weekend the 12 and under swimmers compete, the following weekend the 13 and over swimmers compete.
 - c. The Summer Long Course State Meet is a combined (all ages) four-day, Thursday-Sunday meet in July.
 - d. **Regional Meets**: Regional meets are held throughout the state the weekend before the State Meet. This is the last chance to gain a Q time for events. The Regional Meet is a Q- Meet. This means you may only swim events in which you have not gained a Q time.
4. **Zones and Midwest All Stars Meets** with Team Iowa-Riptide may have swimmers attend two meets that require additional qualifications. Swimmers compete under the Team Iowa group not Riptide. The coaches will be from teams within our LSC. There are other advanced USA Swimming meets, Sectionals, Junior Nationals. These are outlined on the USA Swimming website. If you qualify for any of these and would like to attend please talk to a coach about entries.
 - a. The Midwest All Star Meet is in January of Fall/Winter Short Course. There are no qualifying times for this meet. Swimmers must apply for the meet, usually in mid December. ISI chooses the best swimmers to join the Iowa Team. Typically swimmers within the top 16 in any event apply. The ISI standings are listed on the ISI Swimming website The only times that count are from September – January of the current short course season. Riptide will send out information regarding the Midwest All Star Meet as it becomes available.

- b. The Central Zones Meet is after the Long Course Summer season. These are large Midwest meets in which you swim under the Iowa Team, not Riptide. You will compete against the best swimmers from our Midwest region. These require AAA qualifying times. USA Swimming sets Motivational Times from BB (the slowest) to AAAA (the fastest). These charts are also found on our website under the "Meet Info" Time Standards tab. The age rule applies here also. You must have the times listed for your age at the first day of the meet. There are also additional time requirements.

How to Register for Meets

At the end of this handbook are screen shots of the registration process.

1. Dowling Catholic Riptide uses the Team Unify system as our website. The site contains all the information for registering a meet. It also stores all of the swimmers' times.
2. The meet invite file is the most important source of information for any meet. It can be found once the Attend/Decline button shows up next to the meet name.
 - a. Click on the NAME OF the MEET link, not the Attend/Decline button, this brings you to the Meet Info page.
 - b. Under Event Information you can see the Registration Deadline. After this deadline you will need to email dchsrptide@gmail.com to see if your swimmer can be added to the meet.
 - c. All documents relating to the meet will be listed on this page. Scroll to the bottom to see Forms/Documents.
3. Committing or declining a meet is very important.
 - a. When viewing the event, click the "Attend/Decline" button to the right of the event name to declare your intentions.
 - b. Scroll to the bottom and select a swimmer on your account.
 - c. Screen will now show the events your swimmer is eligible to swim, and their best times or NT (no time) for events they have not yet legally swum in competition.
 - d. The days and sessions are broken up so please make sure you are registering for the days you wish to swim. (Refer back to the meet invite for the session dates and times.)
 - e. Select only the events you wish to swim.
 - f. Relays MAY NOT be selected. If you select an event that says MEDLEY, that is an individual medley where the swimmer swims the entire distance and all 4 strokes by themselves.
 - g. Relay teams are built after the registration deadline. Relay Teams are determined by the coaches. If you have any questions regarding relay teams please talk to a coach. If you are unable to swim in relays due to other activities, please state this in the notes section of this screen.
 - h. After you have entered the meet, each time you click the "Attend/Decline" link it will show the swimmer's events. After relays are built, they will show up as well.

Riptide Meet Fees Requirements

4. Riptide Team Fees
 - a. \$10 fees for each swimmer will be collected for Riptide
 - b. Covers coaches expenses (time, travel if necessary)
 - c. Covers administrative needs associated with registrations and communication with the host team
5. Relay Fees
 - a. Relay fees are split evenly between the 4 swimmers on the relay.
 - b. If a relay swimmer does not attend the meet and the relay must be canceled, the swimmer who does not attend is responsible for the full relay fees. If a substitute swimmer is available, all efforts will be made to replace the swimmer.
6. Meet Fees
 - a. Host meet fees are paid in bulk by Riptide
 - b. Meet fees will be billed with your next monthly invoice
 - c. Fees are non-refundable after meet registration deadline

Meet Formats

Meet formats can vary depending on the type of meet but follow the same basic outlines.

The exceptions to this will be listed at the end. The best source of information about a meet is the Meet Invite File. This is found by clicking the meet name on the homepage, versus the “Attend/Decline link. It will list all the session format, list of events, warm up times, awards and notes about the facility. It is very important to read through the meet invite and understand the meet format before registering to swim in each meet.

1. Sessions
 - a. Large meets are made up of separate sessions.
 - b. Most sessions are usually used to separate the age groups, but not always, sometimes it may be separated by gender and ages.
 - c. Some meets have sessions on Friday evenings. Some meets may only have one or two sessions.
 - d. Typically the swimmer will compete in only one or two of the sessions, not all of them.
 - e. Sessions also have time limits and can vary due to the ages of swimmers in the session.
2. Preliminaries/Finals or Timed Finals
 - a. Sessions can either be a Prelim/Finals or a Timed Finals format.
 - b. Prelim/Final meet, or session, means the first swim is a Preliminary.
 - i. Typically Prelim/Finals sessions are 13 and over swimmers only.
 - ii. The top 8 or 16 swimmers will advance to a Finals session held during a different session, usually in the evening.
 - iii. Swimmers who qualify for finals have 30 minutes to declare a “scratch” and not return for their second swim.
 - iv. Swimmers who fail to show for their final event may be penalized financial or in eligibility to participate in future events.
 - c. Timed Final meet or session means you swim one race, and all swimmers’ times are combined to create the final results for the event.
 - i. Typically all 12 and under sessions are Timed Finals
 - d. The meet invite has all the details for each meet and can have many differences from meet to meet. Please review the meet invite for information on the format of the meet.
3. Age Groups and the Breakdown of Events
 - a. The ISI age groups are: 8 and under, 9-10, 11-12, 13-14 and Open / Senior events.
 - b. Open or Senior events are open to all age groups. Open or Senior events are typically intended for 13 and over swimmers.
 - i. They will usually be in a different session than the other ages.
 - ii. There are times when any age swimmer will want to swim these events.
 1. If you can only attend the Open / Senior sessions of a meet.
 2. If your swimmer is trying to make a qualifying time and would like a second shot at the event during a meet close to the end of the season.
 - iii. Please confirm with a coach if you wish to have a swimmer under 12 compete in an open event.
4. Seed Times
 - a. Seed times are the swimmer’s best times for any particular event. This determines which heat and lane the swimmer will compete at. It allows for swimmers with similar ability to race against one another in a heat. As the swimmer advances, and competes at a higher level, there are strategies for pacing, which lanes are best to be seeded in, etc.
 - b. For the beginner, it is reassuring to know you will be placed in a heat with similar swimmers. Throughout the season, as you beat your personal best times at meets, your seed time will change.
 - c. The first time you enter a new event your seed time will be NT, meaning No Time. These are placed at the slowest heat.
 - d. Meets will sometimes run Fastest – Slowest, Slowest – Fastest or Circle Seeded (usually Championship meets). This is the order of the seeding within the heats, either Heat 1 begins with the fastest times, or the slowest times and then progresses. Circle seeding is a complicated seeding strategy that is used at the more competitive meets, State or above. It allows for better pacing strategies of athletes. The type of seeding is stated in the Meet Invite.
5. Long Course Versus Short Course
 - a. Long Course:
 - i. Typically April - July

- ii. Typically held in 50 Meter pools
 - iii. Occasionally held in 25 Yard pools
- b. Short Course
 - i. Typically September-February
 - ii. Typically held in 15 Yard pools (Dowling sized)
- c. There are different Qualifying time standards for each season. There is a standard calculation to convert the times from LCM to SCY. You can find many of these online or in the OnDeck App.

What to Expect at a Meet

1. Before Leaving Home
 - a. Pack what you need for the meet!
 - b. Pack cash - many meets will have concessions and cash is helpful!
 - c. Mark your swimmer's arm or leg with "THE GRID"
 - i. Use a permanent marker so it doesn't wash off in warmups
 - ii. If you don't know heat and lane, at least mark event numbers
 - iii. Meet Mobile will likely have heat and lane information for individual events
 - iv. Programs or heat sheets may be available for purchase at the meet or available online prior to the meet. Print these out if you can.

Event #	Heat	Lane	Stroke
4	6	2	50 Free
12	11	6	100 Back

2. Arrival
 - a. Arrive 15 min before the stated warm up time unless otherwise notified by coaches.
 - b. Arrive with swimsuits on and have all their belongings packed in a bag, ready to go.
 - c. Find the team seating area and check in with a coach.
 - i. Team areas may be on the pool deck, in the halls, or in a gym. Team accommodations are typically in the meet invite if it isn't on the pool deck.
 - d. Get ready to hop in for warm ups. Caps, goggles, sweats off, etc
 - e. Parents will need to find spectator seating and/or the crash area. Some pools do not have large viewing areas so they will ask spectators to camp out in another area and come in to watch specific events only.
3. During the Meet
 - a. Parents
 - i. Relax! As long as the swimmer is prepared with everything they need for the meet, parents can sit back and watch.
 - ii. Cheer and be proud! Coaches will take care of any necessary corrective feedback at an appropriate time.
 - iii. Try to sit with other Riptide parents. This helps coaches quickly find groups of swimmers who need to report to the deck.
 - b. Swimmers
 - i. Should remain with coaches in the team area during the meet.
 - ii. Should check out with coaches if they are leaving the team area for any reason. (visit parents, use restroom, get snacks, go home, etc)
 - iii. Check in with coaches for pre-race pep talk prior to each race. Typically should be checking in with coaches 3-5 events prior to their event.
 - iv. Coaches will send swimmers to the starting blocks at the appropriate time. This varies depending on the distance of the events leading up to their race as well as the number of events.
 - v. Swim their best for each event!

- vi. Check in with a coach after the race for feedback and any cool down directions.
4. Results
- a. Immediate results are displayed usually on a scoreboard above the pool.
 - b. Results are also posted someplace, usually a hallway near the crash area. The posted results are the Official Results, unless marked differently.
 - c. Swimmers may place 1st in their heat, but lower in the final results due to multiple heats of each event.
 - d. Swimmers should focus on improving their time vs a specific place in the heat or the event.
 - e. Meet Mobile
 - i. Popular app for most smart phones.
 - ii. Lists all the swimmers within the meet, all the events and what place the swimmers are seeded within the events.
 - iii. Results are posted after officials certify the swims and update the computer files. This is usually within minutes of the event finishing.
 - iv. Most meets will carry the results on MM.
 - f. After the meet the results will be uploaded to the Team Unify Riptide website and you can search for them there under the My Account, My Results link. This usually takes a week or so to post.

What to Bring to a Swim Meet

Expect to be at a swim meet for 4-5 hours including warm up times. The swimmer should remain at the meet until his/her events are completed. Sometimes there may be an hour or more between their events. Packing a good swim bag is essential.

1. The Swimmer
- a. Bag-Have a large dedicated swim bag that they can carry. Most swimmers have a large Speedo/Tyr swim bag. It is not necessary to buy one, but it is made specifically for a swimmer's needs.
 - b. Towels – at least 3 as one might be used as a picnic blanket.
 - c. Warm clothes, sweats, team warm ups, fleece pants. At least 2 sets. After each event it is essential they keep warm in the crash area. If the meet is a drive, you might want clothes to fully change into.
 - d. Goggles, at least two pairs. Make sure they have used both pairs at practices prior to the meet. If one breaks they will feel more confident in a pair they have worn before.
 - e. Swim cap, at least two. Riptide has a team cap that should be worn at all meets. Caps often rip, make sure to have a back up. Coaches will also have caps available for purchase.
 - f. Swim suit, at least two. The Riptide Team Suit should be worn at all meets. Suits may tear or rip during a meet, always bring a practice suit as a backup. Some advanced swimmers may wear a speed suit at meets, with coach approval.
 - g. Blanket, Chair or something else to sit on. Crash areas are usually on hard pool decks, gym or cafeteria floors. They are cold. A thick fleece blanket is best for giving the swimmer a spot to crash in.
 - h. Entertainment. Meets are long and can get boring between events. Bring something to entertain your swimmer. Electronic devices are okay to bring for communicating but should be put away during most of the meet. Group games like cards promote team bonding and cheering for teammates is highly encouraged.
 - i. Hydration: Swimmers will need to stay hydrated during the meet. Venues can be very warm and exertion can dehydrate a swimmer quickly. Swimmers should drink mostly water at meets. Drinks with caffeine will not hydrate and swimmers not used to caffeine may “crash” after moves out of their system. If your swimmer doesn't love water, enhance it naturally with fruit or add a flavoring like Mio.
 - j. Food and Drinks: Swimmers should eat a good meal the day before the meet as well as before arriving at the meet. They should also bring 2-3 snacks of 100-150 calories. Constantly grazing during a meet makes it hard for a young swimmer to judge their intake and could cause upset stomachs after racing. Swimmers may also struggle with eating because they are bored and consume more than they should before racing.

- i. Make a plan for when to have a single snack. After warm ups, between your 2nd and 3rd event, etc.
- ii. Do not pack more than you want them to eat as options. They will eat it all! Provide appropriate portions for them.
- iii. Choose items easy to eat, digest, and generally considered healthy. Grapes, raisins, fruit slices, cheese sticks, sandwiches, convenient bars (granola, Nutrigrain, Poptart, ZBars, etc) dry cereal, gogurts are all popular options.
- iv. Do not rely on concessions being available or appropriate for your swimmer.

Registration for Meets through Team Unify

1. On the Riptide website, sign into your account. Find the blue, “Swim Meet Entry Signup”



2. Not all meets are available for registration. The host team will send our Meet Entry Coordinator an email with the entry file. At that time, it will be loaded and the “Attend/Decline” link will appear. An email will usually also be sent out. Check back to the website frequently for new meet entry opportunities
3. Click “Attend/Decline” or “Edit Commitment” and you will see a page indicating what your swimmer wishes to “Declare” for the meet. If you have two swimmers or more, you will need to click the name of the swimmer you wish to register.

Team Events	General
Current & Upcoming Past & Archived	
Subscribe Search for Team Events Customize Filters	
Oct 02 2022	Starts Clinic Oct 2, 2022 Event Category: Team Function Starts Clinic will be held for all swimmers 8th Grade and younger. Swimmers will be split into groups based on current diving abilities and assigned a coach. We will focus on: 1. Dives (from the side and/or blocks) 2. Backstroke Starts 3. Relay Exchanges Email Event Edit Commitment
Oct 09 2022	Practice Meet Oct 9, 2022 Event Category: USA MEET Details coming soon for a quick practice meet. Great opportunity for new swimmers and families to get a feel for how a meet works in a pool they are already know. Registration will open shortly. Email Event
Oct 14 2022	Tim Jenks Memorial - ACAC Oct 14, 2022 - Oct 16, 2022 Event Category: USA MEET ACAC is hosting the Tim Jenks Memorial Meet at the Ames High School Pool. This is a great first meet for all athletes new to competitive swimming so they can earn a time and be able to see that number go down all season long. For veteran swimmers, this meet will be a good test of your fitness after the break. If you are 11+ and haven't had the opportunity to swim in some Email Event Edit Commitment

Tim Jenks Memorial - ACAC Oct 14, 2022 - Oct 16, 2022			
My Account: Peterson, Ann 515-335-1201 Q, Change Account (Admin Only)		Registration Deadline: 09/22/2022	
Meet Name: Timothy Jenks Memorial - Autumn Opener	Location: Ames High School Pool, 1801 Ridgewood Ave, Ames, IA 50010, USA	Course: YO	Meet Type:
Start Date: 10/14/2022	End Date: 10/16/2022	Age Up Date: 10/14/2022	Use Date Since: 01/01/1970
Enforce entry based on [Qualify Times]: No		Restrict entry [Best Time] to same [Meet Type]: No	
Event Declaration Setting: Commit by Event Edit		Maximum Event Entry Limitations View	
Allow Course Conversion for Relays: No			
If Athlete qualifies for non-conforming course, default [Entry Time] to the mini. [Qualify Time]: No			
View/Edit All Meet Events Go Back to Event Home Page			
Click on Member Name to declare for this Event:			
Member Name Brooklyn Peterson *Active	Member Commitment ✓ Committed	Coach Approved # 5 (d1/s1): G 11-12 50 Back (44.19Y Approved) # 27 (d1/s1): G 11-12 500 Free (NT Approved) # 33 (d2/s2): G 11-12 100 Free (1:23.81Y Approved) # 46 (d2/s2): G 11-12 50 Free (39.39Y Approved)	Last Updated 09/17/22 7:12 AM

4. Use the “Declaration” dropdown box to select attend or decline.
5. Use the “Notes” section to communicate any thing to coaches like “no relays” or “Sunday only” etc.

Tim Jenks Memorial - ACAC (Oct 14, 2022 - Oct 16, 2022)

Member Athlete:
Brooklyn Peterson

Important Notes:

If you are unsure what events your swimmer should be entered in, please mark your swimmer as attending and type in the comments what day/days your swimmer is available to swim. The swimmer's coaches can select the appropriate events. You may also review the EVENT RECOMMENDATIONS on our website under the MEETS tab.

*Declaration

Yes, please sign [Brooklyn] up for this event

Notes:

Meet Name: Timothy Jenks Memorial - Autumn Opener	Location: Ames High School Pool, 1801 Ridgewood Ave, Ames, IA 50010, USA	Course: YO	Meet Type:
Start Date: 10/14/2022	End Date: 10/16/2022	Age Up Date: 10/14/2022	Use Date Since: 01/01/1970
Enforce entry based on [Qualify Times]: No		Restrict entry [Best Time] to same [Meet Type]: No	
Event Declaration Setting: Commit by Event Edit		Maximum Event Entry Limitations View	
Allow Course Conversion for Relays: No			
If Athlete qualifies for non-conforming course, default [Entry Time] to the mini. [Qualify Time]: No			
Committed Sessions: None	Athlete Qualifying Age: 11	Gender: Female	

- Use the left column to select the event your swimmer wishes to swim. Pay close attention to the Day and Session as well as the events in the right column. Watch out for Open or Senior events as these are open to all age groups but most entries will be 14 and over (if you have a new swimmer or 10 under ignore these events, unless advised by the coach). Also, meets with qualifying times will show all events. The events your swimmer is qualified will appear black while those he/she is not will be red. Click "Save Changes" when you are done.

Important Notes:

- Please pick the individual events below that the Athlete wants to attend and enter [Entry Time]. Please enter NT if no Entry Time is available.
- Relay teams are solely determined by the coaches. If you have problem attending the relay teams, please contact coaches directly.
- You cannot make changes after the coach approved or rejected your application. Please contact admin to change your records.
- Please enter [Entry Time] in this format: mm:ss.hh.
- [Bonus] is not a standard option; send Entry Report to the meet host in addition to the SD3 file.
- Only Admin can customize [Entry Time] and set [Bonus] fields.

Day 1 Session 1										Max Entries this Session IE = 4 Rel = 0 Comb = 4
	Best Time	Entry Time	Bonus	Exhibition	Approval	Ev#	Gen	Event	Qualify Time	
☒	44.19V	44.19V	☐	☐	Approved	5	G	11-12 50 Back		
☐	1:38.14V	1:38.14V	☐	☐		15	G	11-12 100 Medley		
☒	NT	NT	☐	☐	Approved	27	G	11-12 500 Free		
Day 2 Session 2										Max Entries this Session IE = 4 Rel = 2 Comb = 8
	Best Time	Entry Time	Bonus	Exhibition	Approval	Ev#	Gen	Event	Qualify Time	
☒	1:23.61V	1:23.61V	☐	☐	Approved	33	G	11-12 100 Free		
☐	NT	NT	☐	☐		39	G	11-12 100 Breast		
☒	36.39V	36.39V	☐	☐	Approved	45	G	11-12 50 Free		
☐	48.72V	48.72V	☐	☐		51	G	11-12 50 Fly		
☐	NT	NT	☐	☐		55	G	11-12 200 Medley		
Day 3 Session 4										Max Entries this Session IE = 4 Rel = 1 Comb = 5
	Best Time	Entry Time	Bonus	Exhibition	Approval	Ev#	Gen	Event	Qualify Time	
☐	NT	NT	☐	☐		91	G	11-12 50 Breast		
☒	2:52.06V	2:52.06V	☐	☐	Approved	99	G	11-12 200 Free		
☐	NT	NT	☐	☐		107	G	11-12 100 Fly		
☒	1:33.24V	1:33.24V	☐	☐	Approved	115	G	11-12 100 Back		

Save Changes

- Next time you click on Edit Commitment from the home page you will see all the events selected: (Your screen may look a little different, I am the Meet Coordinator so there are additional tabs at the top of my website that will not be available to you) Relay teams will be built before entries are sent in and will be shown here also.