



**NEW
ENGLAND
SWIMMING**

Holyoke YMCA Vikings December Intra-Squad Meet

Greater Holyoke YMCA, Holyoke MA
December 20, 2020

Held under the sanction of USA Swimming/New England #NE21-1220HYV

Meet Director	Nick Provost	nprovost@holykeymca.org	413-539-1324
Meet Referee:	Dave Travers	dktravers@comcast.net	413-320-7953
Entry Chairperson:	Nick Provost	nprovost@holykeymca.org	
Admin Official:	Patrick Johnstone	pjohnstone@gmail.com	413-636-5928
Safety Monitor	Christine Winberg	misschris1999@gmail.com	

IMPORTANT DEADLINES:

First date of entry: December 12, 2020

Final date of entry: December 15, 2020

Payment deadline: December 20, 2020

ASSUMPTION OF RISK: We, Holyoke YMCA Vikings, have taken enhanced health and safety measures – for athletes, coaches, officials, volunteers, and meet management. You must follow all instructions while participating in/spectating at Holyoke YMCA Virtual Meet or on site at Greater Holyoke YMCA. An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and guests with underlying medical conditions are especially vulnerable. By participating in/spectating at Holyoke YMCA Virtual Meet and being on site at Greater Holyoke YMCA, you voluntarily assume all risks related to exposure to COVID-19.

RELEASE: *An inherent risk of exposure to COVID-19 exists in any public place where people are present COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and individuals with underlying medical conditions are especially vulnerable. USA Swimming, Inc., cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading COVID-19 while participating in USA Swimming sanctioned events. It is not possible to prevent against the presence of the disease, therefore, if you choose to participate in a USA Swimming sanctioned event, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.*

By attending or participating in this competition you voluntarily assume all risks associated with exposure to Covid-19 and forever release and hold harmless USA Swimming and New England Swimming and each of their Officers, Directors, Agents, employees or other representatives from any liability or claims including for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence and give up any claims you may have to seek damages, whether known or unknown, foreseen or unforeseen, in connection with exposure, infection and/or spread of Covid-19 related to participation in this competition.

SAFETY PROTOCOLS DUE to COVID RESTRICTIONS:

Statement of your State Department of Health protocols and requirements, or local guidelines, whichever is more restrictive:

<https://www.mass.gov/doc/public-and-semi-public-swimming-pools-phase-iii-step-1/download>

Statement outlining the plan for spectator ingress and egress, use of locker rooms and other facility restrictions in place:

No spectators are permitted at this meet.

All swimmers, coaches, officials, and approved volunteers will enter the pool via the front entrance of the YMCA. Swimmers should scan their membership cards upon entry. Coaches, officials, and approved volunteers should sign in at the front desk.

Face coverings must always be worn, except for while swimming. Swimmers will wear face coverings to the blocks, removing the covering only to race. All coaches, officials, and approved volunteers must always wear a face covering.

Swimmers will be assigned a designated area on the bleachers or a chair on deck at 6 foot intervals.

The Meet Director has the authority to limit the number of people on deck.

Maximum number of swimmers allowable in the water (40% capacity) at any one time is 28.

Maximum number of individuals allowable on deck (40% capacity) at any one time is 57.

Number of individuals gathering in each area of the facility including all spaces, the pool, deck and spectator seating, and all other areas to be used: Maximum number of swimmers allowable in the water (40% capacity) at any one time is 28. Maximum number of individuals allowable on deck (40% capacity) at any one time is 57.

Any parent or legal guardian requesting access to their child will be allowed following all safety guidelines, by contacting the Meet Director, Nick Provost at 413-539-1324.

STATE GUIDELINES: <https://www.mass.gov/info-details/covid-19-updates-and-information>

MEET FORMAT: The meet will be swum as timed finals. Each session will be PRE-SEEDED, no scratches or deck entries will be accepted. Heat sheets will be made available prior to the meet via the team website. Parents, coaches, swimmers, and officials are urged to print their own heat sheets.

No events will swim with more than one swimmer per lane.

SITE: The Greater Holyoke YMCA Donald R Taber Aquatic Center is a 6-lane, 25-yard pool with seven-foot-wide lanes and non-turbulent lane lines. The timing system includes a fully automatic Colorado Time Systems electronic timing system with touchpads at the finish end of the pool with six line electronic display. There will be touchpads at both ends of the pool. The finish end of the pool is 7 feet deep; the turn end of the pool is 5 feet deep. Spectator seating is for 300. The pool is located inside the Greater Holyoke YMCA in Holyoke, MA

01040. Directions may be found later in this document. The competition course has not been certified in accordance with 104.2.2C(4).

COURSE: Short course yards

25-YARD EVENTS: 25-yard events will start at the starting block end of the pool and finish at the turn end with manual timers using three watches, or two buttons, or with electronic timing.

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, [Patrick Johnstone](#). 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 Meet Jury but not vote. When possible, 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.

ENTRY POLICY: 100%

Teams that are included in the 75% and the 100% of guaranteed entries must submit their entry no later than 7 calendar days before the first date of entry and payment made to the host team by the first date of entry acceptance, or the host team may remove them from the guaranteed entries. The team will still be liable for payment of the entry fee and will be referred to the Admin Review Board if necessary. The host team can release this liability if it is able to fill the meet with entries from other teams.

When using the 100% policy, only teams or unattached swimmers from the New England Swimming LSC will be allowed to enter the meet until 7 days after the first date of entry, at which point entries will be opened to teams from other LSCs.

Teams accepted in the 25% or the lottery must send payment for their entry within 4 calendar days of the notification. Accepted teams that do not send payment within 4 calendar days may forfeit their entry, but will still be liable for payment of the entry fee, unless the host team is able to fill the meet with entries from other teams. No refunds will be given for entries that are accepted or for entries that are rejected due to improper entry.

CUT PROTOCOL: If a session is over-subscribed, the Meet Director reserves the right to limit events, heats, swimmers, or adjust the format to conform to the 4-hour rule using the following cut protocols in any order deemed necessary:

- (a.) May be asked to cut each athlete to two less events per day than the maximum allowed.
- (b.) Entries may be cut by time or to a specific number of heats for specified events
- (c.) May be asked to cut relay events.

If deck scratches allow a reasonable time-line, swimmers may be reinstated into those previously entered events. Clubs will be notified of cuts no later than Monday before the meet

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 a decision of the Meet Director and the Meet Referee. If weather requires the cancellation of any Finals session, the results of the preliminary session will be the final order.

ELIGIBILITY: All swimmers must be currently registered as athlete members of United States Swimming. Age is determined by the age of the swimmer on the first day of the meet.

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 without the use of the backstroke ledge. 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.

SWIMWEAR: Per USA Swimming rules (102.8.1.F), 12 & Under swimmers may not wear a Technical Suit at any Sanctioned, Approved, or Observed meet. The age of the swimmer is determined on the first day of the meet. Guidance on identifying compliant and non-compliant suits can be found on the USA Swimming website under [Tech Suit Restriction for 12-and-Under Swimmers](#).

REGISTRATIONS: All swimmers must be registered (including 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 website to verify registration status. Coaches must be registered before the start of the meet.

FALSE REGISTRATIONS: If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC will 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.

DECK ACCESS: Only current USA Swimming registered athletes, coaches, officials, and official meet staff are permitted on the pool deck. All non-athletes on the pool deck must produce proof of their valid USA Swimming registration when asked. 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 fined by New England Swimming of \$100 to the coach, and \$200 to the coach's club.

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.

EVENTS and SESSIONS: See attached list.

ENTRY INFORMATION:

First date of entry acceptance: December 12, 2020 (any entry received before this date will be considered received on December 12, 2020)

Final date of entry acceptance: December 12, 2020

Make checks payable to "Holyoke YMCA Vikings".

Mail completed signed entry cover page and waiver, and payment to the entry chairperson:

Nick Provost

Greater Holyoke YMCA

171 Pine Street
Holyoke MA 01040.

Payment due date for all entries: December 20, 2020. Any team that fails to send payment, cover page and waiver form, by this due date can be scratched from the meet at the discretion of the Entry Chairperson.

Any team that has been entered into the meet but is prevented from attending due to a change in restrictions imposed by state or local health authorities or the facility shall not be responsible for any meet fees.

Entries will be acknowledged within 48 hours of the first date of entry if they are accepted into the meet. *Your entry is considered received only if you receive an acknowledgement.*

All unattached swimmers must be declared as unattached, on the entry cover sheet, before the meet begins.

Any team who has not paid their meet fees by the start of the meet will be assessed a \$100 fine. If no payment is received after 30 days, the fine is doubled. This fine is payable to the Holyoke YMCA Vikings. Late payment of entry fees may result in future exclusion from meets hosted by our club.

Any swimmer who is entered with incorrect swimmer information, or an incorrect or no ID, or is unregistered, will be scratched from the meet until corrections are made per the New England policy.

ENTRY LIMITS: Athletes may enter as many events as they choose but may only compete in a maximum of 6 individual events per day for timed final events. Time trials count in the per day event count.

ENTRY FEES: Electronic entries:

\$5.00 for all timed final individual events 200 yards and under.

\$5.00 for distance events (events 400 yards and over).

\$10.00 for time trials

Swimmer Participation Fee is \$6.00 per swimmer

NE Swimming Travel Fee of \$1.00 per swimmer (to be included in the check and the host team will send to NE Swimming)

ELECTRONIC ENTRIES: Electronic entries (such as from Hy-Tek Team Manager or other team management software) that are in CL2 or SD3/SDIF format should be emailed as an attachment to the entry chairperson at nprovost@holyokeymca.org. Please check that your team name, address, and contact information are listed correctly in this file. For email entries, payment and hardcopy of the entry (including signed entry cover page and waiver) must be received by November 20, 2020.

ENTRY TIME UPDATES: Entry times may be updated until the Monday prior to the first day of the meet. No new entries will be accepted after the entry deadline. Entry time updates should be sent via email to the entry chairperson at nprovost@holyokeymca.org. Entry time updates must be sent as Hy-Tek format CL2 files with updated times. (New entries will be automatically excluded.)

ENTRY TIMES: All entry times must be entered in the specified meet course. (Coach's times should be used instead of NT's)

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.

LEGAL SPLITS – Individual Events: Legal splits must be requested before the event, by a coach, using a legal split form (available from the Control Table) and the requesting party must supply an additional timer(s) on the lane for the split, if necessary, to meet the USA-S requirement. (1 timer with touchpad timing, 3 timers without touchpad timing). Timers must be positioned over the lane at the end of the racing course.

ADMISSION: No spectator permitted.

PROGRAMS: Available for download.

MEET MOBILE: Meet Mobile will be functional for this meet, (dependent upon satisfactory internet access) All users should be aware that Meet Mobile publishes unverified raw data that may not always be accurate.

OFFICIALS: Officials that know they will be attending the meet are highly encouraged to email the Meet Referee and let him/her know your level of certification, team, and sessions you will be available. Walk-on officials may not be accepted to limit the number of people on the deck. Officials meetings will be at least 30 minutes prior to the start of a session and may be conducted virtually in the days before the meet.

WARM-UPS: The pool will open for warm-ups as designated on the event list. The pool will close five minutes before the beginning of each session. Teams will be assigned warm-up lanes after all entries are received.

SAFETY:

- 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
- No shaving is permitted at the competition site.
- No glass containers are permitted within the facility.
- 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.
- 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.
- Deck changes are prohibited.

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.

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.

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 the Meet Referee or Meet Director. All applicable adults participating in or associated with this meet acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy ("MAAPP"), and that they

understand that compliance with the MAAPP policy is a condition of participation in the conduct of this competition.

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](#).

ON DECK PHOTOGRAPHY: As per New England Swimming policy, professional photographers contracted by the Holyoke YMCA Vikings, 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

AWARDS: There are no awards.

SCORING: The meet will not be scored.

FOOD: There will be no concession stand.

VENDOR: There will be no vendor.

MISCELLANEOUS: New England Swimming and *Holyoke YMCA Vikings* assume no responsibility for lost or stolen property. Pets of any kind and smoking are not permitted within the facility.

PARKING: Limited parking available in the YMCA lots.

DIRECTIONS. The Greater Holyoke YMCA is located at 171 Pine Street, Holyoke MA 01040.

EVENTS:

Session: 1 12 & Under

Day of Meet: 1 Starts at 12:30 PM Heat Interval: 60 Seconds / Back +15 Seconds

Round	Event	Entries	Heats	Starts at	
Finals	1 Mixed 9-12 Under 200 Freestyle	0	0	12:30 PM	_____
Finals	2 Mixed 12 & Under 100 IM	0	0	12:30 PM	_____
Finals	3 Mixed 9-12 200 IM	0	0	12:30 PM	_____
Finals	4 Mixed 12 & Under 25 Freestyle	0	0	12:30 PM	_____
Finals	5 Mixed 9-12 50 Freestyle	0	0	12:30 PM	_____
Finals	6 Mixed 12 & Under 25 Butterfly	0	0	12:30 PM	_____
Finals	7 Mixed 9-12 50 Butterfly	0	0	12:30 PM	_____
Finals	8 Mixed 9-12 100 Butterfly	0	0	12:30 PM	_____
Finals	9 Mixed 12 & Under 50 Freestyle	0	0	12:30 PM	_____
Finals	10 Mixed 9-12 100 Freestyle	0	0	12:30 PM	_____
Finals	11 Mixed 12 & Under 25 Backstroke	0	0	12:30 PM	_____
Finals	12 Mixed 9-12 50 Backstroke	0	0	12:30 PM	_____
Finals	13 Mixed 9-12 100 Backstroke	0	0	12:30 PM	_____
Finals	14 Mixed 12 & Under 25 Breaststroke	0	0	12:30 PM	_____
Finals	15 Mixed 9-12 50 Breaststroke	0	0	12:30 PM	_____
Finals	16 Mixed 9-12 100 Breaststroke	0	0	12:30 PM	_____
	Finish Time			12:30 PM	_____

Session: 2 Open

Day of Meet: 1 Starts at 03:00 PM Heat Interval: 60 Seconds / Back +15 Seconds

Round	Event	Entries	Heats	Starts at	
Finals	17 Mixed 400 IM	0	0	03:00 PM	_____
Finals	18 Mixed 500 Freestyle	0	0	03:00 PM	_____
Finals	19 Mixed 200 Backstroke	0	0	03:00 PM	_____
Finals	20 Mixed 100 Breaststroke	0	0	03:00 PM	_____
Finals	21 Mixed 200 Freestyle	0	0	03:00 PM	_____
Finals	22 Mixed 100 Butterfly	0	0	03:00 PM	_____
Finals	23 Mixed 200 Breaststroke	0	0	03:00 PM	_____
Finals	24 Mixed 100 Backstroke	0	0	03:00 PM	_____
Finals	25 Mixed 200 Butterfly	0	0	03:00 PM	_____
Finals	26 Mixed 100 Freestyle	0	0	03:00 PM	_____
Finals	27 Mixed 200 IM	0	0	03:00 PM	_____
Finals	28 Mixed 50 Freestyle	0	0	03:00 PM	_____
	Finish Time			03:00 PM	_____

Holyoke YMCA Vikings
December Intrasquad Meet
 Greater Holyoke YMCA, 171 Pine Street, Holyoke MA
 December 20, 2020
CONTACT INFORMATION

Team Name: _____ Abbreviation: _____
 Deck Coach: _____ Phone: _____ Email: _____
 Entries Contact: _____ Phone: _____ Email: _____
 Address: _____
 Unattached Swimmers: _____

ENTRY FEES *(non-electronic add .50 per entry)*

_____ Individual Entries all distances	@ \$5.00	=	\$ _____
_____ Distance events	@ \$5.00	=	\$ _____
_____ Relays	@ \$20.00 each	=	\$ _____
_____ Swimmer Participation Fee: # athletes _____	@ \$ 6.00	=	\$ _____
_____ NE Travel Surcharge: # athletes _____	@ \$1.00 each	=	\$ _____

Total: \$ _____

Make check payable to: Holyoke YMCA Vikings
 Mail entries and check to:
 Nick Provost
 Greater Holyoke YMCA
 171 Pine Street
 Holyoke, MA 01040
 Phone: 413-539-1324

Entry Deadline: 12/15/2020
 For e-mailed entries, this form and payment
 must be received by: 12/20/2020

LIABILITY RELEASE

Any swimmer whose entry is accepted will, for him/herself, his/her theirs, executors and administrators, waive and release any and all rights and claims for damages he/she may have against United States Swimming, New England Swimming, Holyoke YMCA Vikings, and Greater YMCA of Holyoke for any and all injuries suffered by him/her at said meet. In submitting this entry the undersigned team certifies that all athletes in the entry are registered with USA Swimming and understands that the team may be fined \$100 for each swimmer in the entry that is not registered with USA Swimming.

BY ATTENDING OR PARTICIPATING IN THIS COMPETITION, YOU VOLUNTARILY ASSUME ALL RISKS ASSOCIATED WITH EXPOSURE TO COVID-19 AND FOREVER RELEASE AND HOLD HARMLESS USA SWIMMING AND NEW ENGLAND SWIMMING AND EACH OF THEIR OFFICERS, DIRECTORS, AGENTS, EMPLOYEES OR OTHER REPRESENTATIVES FROM ANY LIABILITY OR CLAIMS INCLUDING FOR PERSONAL INJURIES, DEATH, DISEASE OR PROPERTY LOSSES, OR ANY OTHER LOSS, INCLUDING BUT NOT LIMITED TO CLAIMS OF NEGLIGENCE AND GIVE UP ANY CLAIMS YOU MAY HAVE TO SEEK DAMAGES, WHETHER KNOWN OR UNKNOWN, FORESEEN OR UNFORESEEN, IN CONNECTION WITH EXPOSURE, INFECTION AND/OR SPREAD OF COVID-19 RELATED TO PARTICIPATION IN THIS COMPETITION.

Signature of Authorized Team Official

Date