



Barnstable YMCA. 2245 Iyannough Rd, West Barnstable, MA
Saturday October 31 and Sunday November 1, 2020
Held under the sanction of USA Swimming/New England #NE21-1031CCSC

Table with 4 columns: Role, Name, Phone, Email. Rows include Meet Director, Meet Referee, Entry Chair, Admin Official, and Safety Monitor.

IMPORTANT DEADLINES:

First date of entry: October 25, 2020
Final date of entry: October 30, 2020
Payment deadline: October 31, 2020

ASSUMPTION OF RISK: We, Cape Cod Swim Club (CCSC), 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 Intra Squad meet or on site at Barnstable 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 Intra Squad meet and being on site at Barnstable 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/safety-standards-for-youth-and-adult-amateur-sports-activities-phase-iii-step-1-amended-10220/download>

## **MEET PROCEDURE FOR SWIMMERS AND PARENTS**

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

1. Remain in your car if you are more than 5 minutes early for your warm up time.
2. Wear a mask at all times except when entering the water. Your mask should cover your mouth and nose.
3. Swimmers will enter the building through the main entrance and will get to the pool through the Family locker room. This is the locker room straight ahead of you as you enter the building.
4. No spectators. Parents should not enter the building. **Any parent or legal guardian requesting access to their child will be allowed following all safety guidelines, by contacting Meet Director Adrienne Fontes.**
5. Swimmers must arrive in their swimsuits and be prepared to leave in their swimsuits. We will not be using any locker rooms or changing stalls.
6. As you enter, you will see orange cones on the floor. Proceed to the farthest cone that is not already occupied by a teammate. These cones will be spaced at least 6 feet apart. Do not gather together with your teammates. Leave your swim bag at the marker when warm up starts.
7. Please take a shower in the Family locker room before getting in the water.
8. Warm up will be organized by the coaches in a format similar to your workouts. Some swimmers will start from the shallow end, some from the deep end, and some from the middle.
9. At the end of warm up, put your mask on, collect your swim bag, and move to the waiting area.
10. Events and heats will be announced in the waiting area.
11. One heat before your scheduled race, report to the glass windows near the door to the pool and line up by lane number 1 to 6. Do not bring or wear anything that you will not need for racing. (You will not return to the blocks after racing.)
12. When instructed, proceed to your starting block.
13. After racing, an official will instruct you to swim 25 yards. Climb out at the shallow end and proceed through the bike room and back to the waiting area. Do not touch the equipment.

14. After your last race, exit the building through the main entrance by way of the hallway. Do not re-enter the pool.

**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 capacity of pool area: 25

Maximum capacity of family locker: 4

Maximum capacity of adjoining bike room for coach viewing and one-way pass-through: 6

Maximum capacity of adjoining windowed area for staging: 13

Maximum capacity of adjoining windowed office for meet staff: 2

Any parent or legal guardian requesting access to their child will be allowed following all safety guidelines, by contacting the Meet Director as referenced above

**OTHER PROTOCOLS SPECIFIC TO YOUR SITE:**

The plan for our time trial is to bring in 9 groups of swimmers for one hour each. Each group has 15-25 swimmers. We'll do 20 minutes of warm up, leaving 30-35 minutes to race.

**STATE GUIDELINES :** <https://www.mass.gov/doc/safety-standards-for-youth-and-adult-amateur-sports-activities-phase-iii-step-1-amended-10220/download>

**MEET FORMAT:** The meet will be swum as timed finals. Each session will be PRE-SEEDED, no scratches or deck entries will be accepted. There will not be any heat sheets for general distribution

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

**DISTANCE EVENTS:** 500 free will swim be limited to 1 heat. Entry as per coach decision.

**SITE:** The Barnstable YMCA Competition Pool is a 6 lane, 25-yard pool with 7-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 single-line electronic display. There are no touchpads at the turn end of the pool. The finish end of the pool is 7 feet deep; the turn end of the pool is 4 feet deep. Spectator seating is for 100 although there will be no spectators for this meet. The pool is located inside the Barnstable YMCA, 2245 Iyannough Rd, West Barnstable, MA. Please enter through the main entrance. Directions may be found later in this document.

The competition course has not been certified in accordance with 104.2.2C

**COURSE:** Short course yards

**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 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.

**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:

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:** (include session start times on your event list) See attached list.

**ENTRY INFORMATION:**

First date of entry acceptance: October 25, 2020, (any entry received before this date will be considered received on October 25, 2020,)

Final date of entry acceptance: October 30, 2020,

Make checks payable to "CCSC".

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

Alan Sanders

PO Box 623

Buzzards Bay MA 02532

Payment due date for all entries: October 30, 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 meet host. 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 including distance events.

Non-electronic entries: \$5.50 for individual.

Swimmer Participation Fee is \$10.00 per

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

**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 [atsanders@aol.com](mailto:atsanders@aol.com). 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: October 30, 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 [atsanders@aol.com](mailto:atsanders@aol.com). 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 spectators this meet.

**PROGRAMS:** Not available.

**MEET MOBILE HEAT SHEETS:** Meet Mobile heat sheets will be offered at this meet for free. The Meet Mobile heat sheet includes smart phone access to all heat sheets for the whole meet, including last minute changes and re-seeds. **(Tentative and subject to late change)**

**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. Meeting will precede each session

**WARM-UPS: For each group will be 20 minutes as scheduled**

**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](mailto: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 Meet Host, 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:** No food except as provided by facility

**VENDOR: no vendor**

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

**PARKING: Parking lot adjacent**

**DIRECTIONS.** Off exit 6 (old number) on the Mid Cape Highway. Head North off the exit and is on the left opposite Cape Cod Community College.

**LODGING:** *Lots of hotels in Hyannis, about 5 miles away*



**EVENTS:** ADD EVENTS/SESSIONS/START TIMES ON NEW PAGE

Saturday, October 31 starting at 1:30

4 Sessions with each session having the Events below

1. CCYJR, session 1,
2. J2, session 2
3. VRF2, session 3
4. Senior, session 4

500 FR (cap at 1 heat)

50 FR

100 FL

100 BK

100 BR

100 FR

200 FL

200 BK

200 BR

200 FR

200 IM

Sunday, November 1 with starting at 1:00.

5 sessions with each session having the Events below 2. AG1, session 6

3. AG2, session 7
4. VRF1, session 8
5. J1, sessions 9

20 minute warm up + 30-40 splashes

200 FR

50 FL

50 BK

50 BR

50 FR

100 IM

100 FL

100 BK

100 BR

100 FR

200 IM

Approximate timing of Sessions:

Saturday, October 31

1:30-2:25 p.m. - Senior

2:30-3:25 p.m. - VRF2

3:30-4:25 p.m. - J2

4:30-5:25 p.m. - CCYJR

Sunday, November 1

1:00-1:55 p.m. - CCYAG

2:00-2:55 p.m. - J1

3:00-3:55 p.m. - VRF1

4:00-4:55 p.m. - AG1

5:00-5:55 p.m. - AG2

