



## EARLY SEASON MINI & MID DISTANCE MEET

Hosted by Columbia Aquatics Association

OCTOBER 5 & 6, 2024

Held at Leonidas S. James Physical Education Complex, 14000 Jericho Park Rd, Bowie, MD, 20715

Held under the sanction of USA Swimming, Inc. issued by Maryland Swimming, Inc.

Sanction # : 24/25-007 and PVM-25-601

In granting this sanction it is understood and agreed that USA Swimming, Maryland Swimming, and Potomac Valley Swimming shall be free and held harmless from any liabilities or claims for damages arising by reason of injury to anyone during the conduct of the event. USA Swimming Article 202.4.10

Current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy 2.0 ("MAAPP"), and the Maryland Swimming Code of Conduct ([www.mds swim.org](http://www.mds swim.org)) will govern this meet.

Meet Administration	
Certified Meet Director	Certified Meet Entry Coordinator
Lori McArthur 443-474-7986 <a href="mailto:laura.mcarthur@columbiaassociation.org">laura.mcarthur@columbiaassociation.org</a>	Kelsey Lord 410-312-6332 <a href="mailto:ClippersMeetEntries@gmail.com">ClippersMeetEntries@gmail.com</a>
Meet Referee	USA Swimming Registered Operational Risk Director
Casey Otten 240-432-9652 <a href="mailto:ClippersOfficials@gmail.com">ClippersOfficials@gmail.com</a>	Radi Masri <a href="mailto:Radi.masri@gmail.com">Radi.masri@gmail.com</a> Anne Santos <a href="mailto:Alsantos87@gmail.com">Alsantos87@gmail.com</a> Jenny Castellano <a href="mailto:Jencas731@gmail.com">Jencas731@gmail.com</a>
Officials Contact	Administrative Official
Casey Otten 240-432-9652 <a href="mailto:ClippersOfficials@gmail.com">ClippersOfficials@gmail.com</a>	Brian Otten <a href="mailto:Bdo79@yahoo.com">Bdo79@yahoo.com</a>

Deadline and Meeting Summary		
Tuesday, September 24, 2024	6:00PM	Entry Deadline
Saturday & Sunday October 5 & 6	½ hour prior to session start	Positive Check-In Pool Deck Admin Table
Saturday & Sunday October 5 & 6	1 hour prior to session start	Officials' Briefing Hospitality Room
Saturday & Sunday October 5 & 6	½ hour prior to session start	Timers' Briefing Lobby Area
Facility Information		
Facility Address	Leonidas S. James Physical Education Complex 14000 Jericho Park Rd, Bowie, MD, 20715	
Pool Information	<ul style="list-style-type: none"> <li>● Competition Pool: <ul style="list-style-type: none"> <li>○ Eight 25-yard lanes</li> <li>○ Competition lanes are a minimum of 8' wide.</li> <li>○ Water depth is 10.5 feet at the start end and 4 feet at the turn end.</li> <li>○ Starting blocks will be used for all events.</li> </ul> </li> <li>● The competition course has not been certified in accordance with 104.2.2C(4).</li> <li>● The meet will be swum in a 25-yard course. Lane configurations for competition will be determined upon receipt of entries. Lanes will not be available for continuous warm-up/down.</li> <li>● The meet will use a Colorado Automatic Timing System for capturing and recording the times</li> </ul>	
Facility Information	<ul style="list-style-type: none"> <li>● All swimmers and meet personnel on deck must have credentials to be on deck.</li> <li>● Locker rooms are in the hallway adjacent to the pool area and will be clearly marked. Swimmers may enter from the pool deck or through the hallway in the lobby area. No adults will be allowed in these locker rooms.</li> <li>● Restrooms for spectators and volunteers are in the main lobby hallway between the basketball courts and check-in tables.</li> </ul>	

	<ul style="list-style-type: none"> <li>Athletes and non-athletes may enter the facility through the main entrance. Limited spectator seating will be available in the upstairs balcony. Swimmers will sit on the pool deck with their coaches.</li> </ul>
Medical Assistance and Supervision	Lifeguards will be on site for medical assistance and will have first aid and the use of the AED readily available.
<a href="#">Parking</a>	Swim meet parking will be available in Parking Lot H next to the Physical Education Complex. The pool entrance is a short walk across the West Promenade toward Holmes Plaza.
Hospitality	There will be a hospitality room open to all coaches and officials in the lobby off the pool deck.
Concessions	There will not be a concession stand at this meet.
Vendor	n/a

Meet Fees: Checks payable to <b>Columbia Aquatics Association, Inc.</b>	
Athlete Surcharge	\$12.00 per swimmer
Individual Event Fee	\$8.00 per event entry

Organization Regulations	
Rules	<ul style="list-style-type: none"> <li>The Meet Referee will be in charge of the meet. Any questions regarding the conduct of the meet should be made directly to the Meet Referee. The Meet Committee and/or Meet Referee may find it necessary to change some meet procedures and/or timeline to provide the best possible situations and conduct of the meet for the athletes; including, but not limited to start times, breaks, distance event procedures, weather related disruptions, etc.</li> <li>This meet will be conducted in accordance with the current USA Swimming Rules and Regulations, except where rules therein are optional, and exceptions are stated. MDSI Rules shall also apply.</li> <li>USA Swimming / MDSI Safety Guidelines and warm-up procedures will be in effect for the entire meet.</li> <li>All 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 MAAPP is a condition of the participation in the conduct of this competition.</li> </ul>

	<ul style="list-style-type: none"> <li>● Please note that the timing equipment uses a strobe as part of the starting equipment. Therefore, flash photography is PROHIBITED at the start of all the races.</li> <li>● No one will be allowed on deck unless they are registered with USA Swimming as an athlete, coach or official and/or those who are part of the timing, marshal and administrative staff assisting with the conduct of the meet.</li> <li>● There will be no penalty for scratching pre-seeded events at the block for non-positive check-in events.</li> <li>● In the positive check-in events, a swimmer who has checked in, been seeded, and fails to compete in said event, shall be barred from his/her next individual event. Declared false starts will be governed by the rules set out in the USA Swimming Handbook.</li> <li>● Swimmers entering the meet must be registered with MDSI by the entry deadline date. Per MDSI rules, any club that enters an unregistered athlete will be fined \$100.00 per unregistered athlete. No Deck Registrations will be permitted.</li> <li>● Use of audio or visual recording devices, including a cell phone, are not permitted behind the starting blocks or in changing areas, rest rooms or locker rooms.</li> <li>● 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.</li> <li>● Videotaping or picture taking on deck, by any meet volunteer, shall not be permitted. Volunteers wishing to video or photograph their swimmer shall do so from the spectator area if available. Any person(s) violating this rule will be subject to discipline by the Meet Director or Referee up to and including removal from the venue for the remainder of the meet. EXCEPTION: The MDSI Certified meet photographer and anyone else specifically given pre-authorization by the Meet Director or Referee.</li> <li>● Deck changes are prohibited. Swimmers participating in deck changing will be in violation of the USA Swimming Code of Conduct/Sportsmanship Policy and could be subject to removal from further competition in the meet.</li> <li>● Tech Suits are banned for all 12 &amp; Under swimmers (USA Swimming Rule 102.8.1.F).</li> <li>● Failure to comply with any rules and/or the request of a Safety Marshall shall be considered a Code of Conduct Violation.</li> </ul>
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Safety	<ul style="list-style-type: none"> <li>• The Maryland Swimming, Inc. safety program is in effect for this meet.</li> <li>• All USA Swimming athletes must be under the supervision of a USA Swimming member coach. Arrangements for coach supervision must be made in advance of the meet.</li> <li>• No running or horseplay will be tolerated.</li> <li>• Upon approval of the facility, swimmers are allowed to use only personal kickboards, pull buoys, and snorkels in non-competition warm-up areas.</li> </ul>
Racing Starts	<ul style="list-style-type: none"> <li>• Any swimmer entered in the meet must be certified by a USA Swimming member coach as being proficient in performing both a forward racing start and a backstroke start or must start each race from within the water.</li> <li>• 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.</li> </ul>
Swimmers with Serious Medical Conditions	<ul style="list-style-type: none"> <li>• The swimmer's coach is responsible for notifying the Meet Referee, prior to the competition, of the medical condition that is potentially life-threatening while swimming and of any requested accommodation. Early notice (e.g., concurrent with the meet entry) is encouraged to allow for any needed planning or logistical support.</li> <li>• If the swimmer has a history of needing assistance exiting the pool at the completion of the race a coach must be in place to provide that assistance.</li> <li>• This provision does not apply to medical conditions that are not life-threatening while swimming including injuries that limit range of motion.</li> </ul>
Health Guidelines	<ul style="list-style-type: none"> <li>• All meets in the Maryland Swimming LSC are guided by the Maryland Department of Health and Mental Hygiene. This not only applies to Viral Gastroenteritis but other infectious diseases as well. The Meet Referee has the authority to inform and protect coaches, spectators, volunteers, and swimmers from a potential outbreak of illness.</li> <li>• At the discretion of the Meet Referee, anyone who exhibits symptoms of illness may be asked to withdraw from the competition for a 24-hour period. Swimmers must be cleared, by the Meet Referee, prior to returning to competition.</li> </ul>
Deck Access	<ul style="list-style-type: none"> <li>• There will be a check-in process for all coaches, officials, and approved meet staff.</li> <li>• The check-in table will be inside the lobby area of the main entrance.</li> </ul>

	<ul style="list-style-type: none"> <li>• Credentials must be presented showing current fully certified USA Swimming membership. Meet staff must be listed on an approved list provided to the host team.</li> <li>• No one without proper clearance may be allowed in the competition areas without approval of the meet host.</li> </ul>
Officials	<ul style="list-style-type: none"> <li>• There will be a need for officials. CAA welcomes and encourages anyone willing to volunteer to contact the Meet Referee by email prior to the meet or sign in once you arrive at the meet.</li> <li>• The Maryland Swimming Officials uniform policies, available at <a href="http://www.mdswim.org">www.mdswim.org</a>, shall apply to this meet.</li> <li>• Official briefings will be held at the date and time listed in the Deadline and Meeting Summary.</li> <li>• <a href="#">Officials Sign-Up</a> Link</li> </ul>
Volunteers	<ul style="list-style-type: none"> <li>• Volunteers will be determined by the meet host and will be communicated to the teams attending the meet prior to meet.</li> <li>• Swimmers competing in the 500 free event must provide their own counter.</li> </ul>

Meet Information	
Format	<ul style="list-style-type: none"> <li>• This is a timed final, age group meet, open to all USA Swimming registered athletes up to 12 years of age.</li> <li>• Events will be swum slowest to fastest unless otherwise indicated.</li> <li>• Upon request by the Meet Director, the Technical Planning Chair may split or combine sessions in order to run a more effective meet. The order of events may not be changed.</li> </ul>
Eligibility	<ul style="list-style-type: none"> <li>• All swimmers must be registered with USA Swimming, Inc.</li> <li>• Swimmers must be registered prior to the entry deadline.</li> <li>• There will be no on-deck registration available at this meet.</li> <li>• A swimmer's age on the first day of the meet will determine their age for the entire meet.</li> <li>• This is a NO TIME STANDARDS meet.</li> </ul>
Swimmers with Disabilities	<ul style="list-style-type: none"> <li>• CAA welcomes all swimmers with disabilities as described in the USA Swimming Rules and Regulations, Article 105, to participate in our meets.</li> <li>• Coaches entering swimmers with disabilities that require any accommodations are required to provide advance notice in writing to the Meet Entry Director, Meet Director, and Meet Referee by the entry deadline, including the need for any personal assistants required and/or registered service animals.</li> </ul>

	<ul style="list-style-type: none"> <li>● Failure to provide advance notice may limit the ability to accommodate all requests.</li> </ul>
Entry Procedures	<ul style="list-style-type: none"> <li>● Entry deadline is Tuesday, September 24, 2024 at 6:00PM.</li> <li>● No Times (NT) will be accepted.</li> <li>● The conforming time standard will be SCY times.</li> <li>● A completed and signed entry summary sheet and payment in full must be received by the Meet Entry Coordinator prior to the entry deadline.</li> <li>● The host team's entries shall be processed first, then entries will be processed in the order in which they were received until the timeline limit is reached. Entries thereafter shall be returned immediately.</li> <li>● There will not be deck entries allowed.</li> <li>● Maryland Swimming, Inc. entries received prior to the entry deadline receive priority over out of LSC entries.</li> </ul>
Entry Limitations	<ul style="list-style-type: none"> <li>● Swimmers may enter a maximum of 4 individual events per session for Sessions 1.</li> <li>● Entries in Session 1 will be limited to no more than 160 swimmers.</li> <li>● Swimmers may enter a maximum of 2 individual events for Session 2 and 3.</li> </ul>
Entry Verification	<ul style="list-style-type: none"> <li>● An email will be sent to the person submitting the entries confirming receipt of the entry file within 48 hours of receipt.</li> </ul>

Meet Procedures	
Seeding	<ul style="list-style-type: none"> <li>● The conforming time standard for this meet is short course yards.</li> <li>● Swimmers will be seeded and swim from slowest to fastest unless otherwise indicated.</li> </ul>
Positive Check-in	<ul style="list-style-type: none"> <li>● There will be positive check-in for events that are 400 IM and 500 Free events.</li> <li>● Positive check-in will be located at the Admin Table on the pool deck. Swimmers will need to check-in no later than 30 minutes prior to the start of the session.</li> <li>● A swimmer who has checked in, been seeded, and fails to compete in said event, shall be barred from his/her next individual event. Declared false starts will be governed by the rules set out in the USA Swimming Handbook.</li> </ul>
Scoring	<ul style="list-style-type: none"> <li>● There will be no team or individual scores kept for this meet.</li> </ul>
Awards	<ul style="list-style-type: none"> <li>● Ribbons will be awarded 1-8 for each individual age group - 6 &amp; under, 7-year-old, 8-year-old, 9-10, and 11-12.</li> </ul>
Warm-Ups	<ul style="list-style-type: none"> <li>● The meet host will provide a complete schedule of warm-up procedures to include lane assignments and times, which must be adhered to by all participants. This information will be distributed before the meet and posted throughout the venue.</li> </ul>

	<ul style="list-style-type: none"> <li>• Warm-up procedures may be modified based on the number of swimmers in the meet and other safety and logistical concerns.</li> </ul>
Results	<ul style="list-style-type: none"> <li>• Results will be posted on the Maryland Swimming, Inc. website within 24 hours of the conclusion of the meet.</li> <li>• Results will be posted in the lobby during the meet and on Meet Mobile.</li> </ul>



## Order of Events

Session 1		
Saturday, October 5, 2024		
Warm-up: 7:00AM		Session Start: 8:10AM
Boys Events	Event	Girls Events
1	8 & Under 50 Free	2
3	8 & Under 25 Breast	4
5	8 & Under 25 Back	6
7	8 & Under 50 Fly	8
9	8 & Under 100 IM	10
11	8 & Under 50 Breast	12
13	8 & Under 25 Free	14
15	8 & Under 25 Fly	16
17	8 & Under 50 Back	18
19	8 & Under 100 Free	20

Session 2		
Saturday, October 5, 2024		
Warm-up: 12:00PM		Session Start: 1:10PM
Boys Events	Event	Girls Events
21	9-12 200 IM	22
23	9-12 200 Fly	24
25	9-12 200 Breast	26
27	9-12 500 Free	28

**Swimmers in the 500 free will need to provide their own counter.**

Session 3		
Sunday, October 6, 2024		
Warm-up: 8:00AM		Session Start: 9:10AM
Boys Events	Event	Girls Events
29	9-12 400 IM	30
31	9-12 200 Back	32
33	9-12 200 Free	34

## EARLY SEASON MINI & MID DISTANCE MEET

### Summary of Fees/Release Form

Complete and email or mail this form along with entry fees to (checks payable to **Columbia Aquatics Association, Inc.**):

Kelsey Lord

9450 Gerwig Lane, Columbia, MD 21046

Email to: [kelsey.lord@columbiaassociation.org](mailto:kelsey.lord@columbiaassociation.org) & [ClippersMeetEntries@gmail.com](mailto:ClippersMeetEntries@gmail.com)

Team Name	
Club Code	
Head Coach	
Head Coach Cell Phone Number	
Head Coach Email Address	
Team Mailing Address	

Item	Total Number	Cost Per	Total
Individual Entries		\$8.00 per event	
Swimmer Surcharge		\$12.00 per swimmer	
Total Fees Due			

**Waiver, Acknowledgement and Liability Release:**

I, the undersigned coach or team representative, verify that all of the swimmers and coaches listed on the enclosed entry are registered with USA Swimming. I acknowledge that I am familiar with the Safety Rules of USA Swimming, Inc. and Maryland Swimming, Inc. regarding warm-up procedures and meet safety guidelines, and that I shall be responsible for the compliance of my swimmers with those rules during this meet. Columbia Aquatics Association, Bowie State University, Leonidas S. James Physical Education Complex, Maryland Swimming, Inc., USA Swimming, Inc., and Potomac Valley Swimming, their agents, employees, and coaches shall be held free and harmless from any and all liabilities or claims for damages arising by reason of illness or injury to anyone during the conduct of this meet. I also acknowledge that by entering this meet, I am granting permission for the names of any or all of my team's swimmers to be published on the internet in the form of Psych Sheets, Meet Results, or any other documents associated with the running of this meet.

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SIGNATURE (Coach or Club Representative)

CLUB

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TITLE

DATE