



## **Integrity, Inclusion, Education, Excellence**

### **Holland Fall Invite 2023**

**Hosted By: Michigan Lakeshore Aquatics**

**November 4-5, 2023**

**Sanction** – This meet is sanctioned by Michigan Swimming, Inc. (MS), as a timed final and prelim/final meet on behalf of USA Swimming (USA-S), Sanction Number **MI2324023**. In granting this sanction it is understood and agreed that USA Swimming, Inc. and Michigan Swimming, Inc. shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. MS rules, safety, and warm up procedures will govern the meet as if fully set forth in these meet rules.

#### **Minor Athlete Abuse Prevention Policy Acknowledgement**

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. There will be at least two safety marshals at this competition, with at least one of each gender.

#### **Location**

Holland Community Aquatic Center  
550 Maple Avenue  
Holland, Michigan 49423

#### **Times**

Saturday November 4, 2023

Prelim Warm-up 7:30am Start 9:00am

Finals Warm-up 4:30pm Start 5:30pm

Sunday November 5, 2023

Prelim Warm-up 7:30am Start 9:00am

Finals Warm-up 4:30pm Start 5:30pm

#### **Facilities**

Holland Community Aquatic Center is an 8 lane 25-yard pool with 12 additional 25-yard lanes which will be available for supervised warm-up and warm down. Depth at start is 6’9” and 4’0” at turn. Permanent starting blocks and non-turbulent lane markers will be used. Colorado

Timing with an 8-lane display will be used. There is ample balcony seating for spectators. Lockers are available (provide your own lock). Public phones will not be available.

### **Course Certification**

The competition course has not been certified in accordance with 104.2.2C(4)

### **Meet Format**

Holland Fall Invite has a 12 & Under and Open Prelim/Finals and Timed Finals format.

### **Eligibility**

All athletes and clubs registered with Michigan Swimming or another USA Swimming LSC are eligible to participate in this meet.

### **Entry Procedures**

Entries may be submitted to the Administrative Official as of **October 9th, 2023 @ 12pm (noon)**. The Administrative Official must receive all entries no later than **October 23rd, 2023 @ 11:59pm**. Entries must include correct swimmer name (as registered with USA/MS Swimming), age and USA number. All individual entries should be submitted via electronic mail at the e-mail address listed in the last section of this meet information packet.

**Per the Entry Acceptance and Processing section, the email with entries should also include the number of officials that are coming with the team, if applicable.**

### **Entry Acceptance and Processing**

If the meet is over-entered, MLA has sole discretion to determine which entries to accept. In making this decision, the number of officials coming with the team will be considered. The order in which entries are received after the entry open date listed above will be considered AFTER the above criteria. Teams will not be split.

Teams will be notified by email of their status by 8:00 pm, October 12th, 2023.

### **Individual Entry Limits**

Swimmers may enter a maximum of three (3) individual entries per day on Saturday and Sunday. The maximum entry limit would be inclusive of deck entries.

### **Entry Fees**

**\$7.50** per individual prelim/final event and **\$5.00** per individual timed final event. Please include a \$10.00 athlete/facility surcharge for each swimmer entered. Make checks payable to Holland Community Aquatic Center.

## **Surcharges**

A \$1.00 per athlete Michigan Swimming athlete surcharge applies.

## **Paper Entries**

MS rules regarding non-electronic entries apply. **\$8.50** per individual prelim/final event and **\$6.00** per individual timed final event. There is \$1.00 additional charge per event paid if the entry is not submitted in Hy-Tek format. Any surcharges detailed in the previous section also apply to paper entries. Paper entries may be submitted to the Administrative Official on a spreadsheet of your choice however, the paper entry must be logically formatted and must contain all pertinent information to allow the Administrative Official to easily enter the swimmer(s) in the correct events with correct seed times.

## **Refunds**

Once a team or individual entry has been received and processed by the Administrative Official there are no refunds in full or in part unless the "over qualification exception" applies (see MS Rules).

## **Entry Paperwork**

Your club's Entry, Entry Summary Sheet, and Check should be sent via U.S. mail or nationally recognized overnight courier to:

Norm VerMeulen  
Holland Community Aquatic Center  
550 Maple Avenue  
Holland, Michigan 49423  
616-393-7595 ext. 104

Electronic Entries:  
Administrative Official: Ruth Andegeko [ruthandeaogmail.com](mailto:ruthandeaogmail.com)

## **Check In**

Check-in will be required. It will be available 30 minutes before warm-ups. Failure to check in will cause the swimmer to be scratched from all events in the session. Check in will close 15 minutes after the start of warm-up. Check-in sheets will be posted at the entrance to the pool area, prior to entering the locker rooms.

## **Marshaling**

Self-Marshalling will be used for all swimmers. Heat sheets will be posted around the pool after check-in closes and seeding is complete. There will be at least two marshals at this competition, with at least one of each gender.

### **Seeding**

Seeding will be done after check in closes. Swimmers who fail to check-in for an event will be scratched from that event. All events for Saturday and Sunday will be seeded slowest to fastest expect for the 400 IM and 500 Free which will be seeded fastest to slowest, alternating genders.

### **Deck Entries**

Deck entries will be allowed at \$10.00 per prelim/final individual events and \$7.50 per individual timed final individual events, if the timeline allows and the Meet Referee and Meet Director approve it and will be conducted in accordance with current Michigan Swimming, Inc. rules & procedures. Athletes must be registered with USA swimming prior to the first day of the meet to be eligible for deck entries.

### **Meet Programs/Admissions**

Admissions is \$5.00 per person per day. Children 10 and under, with an adult, are free. Heat sheets will be available for \$3.00 after each session is seeded. One-day wristbands on the right wrist only (no hand stamps) will be utilized. Cut bands are not allowed for re-entry. NO BAG CHAIRS, FOLDING CHAIRS, CAMP CHAIRS ARE ALLOWED IN THE BALCONY. The Aquatic Center will be open to swim meet participants and spectators at 7:30am each morning.

### **Scoring**

Team Scoring will not be kept.

### **Awards**

Awards will not be provided for this meet.

### **Results**

Complete Official meet results will be posted on the Michigan Swimming Website at <http://www.miswim.org/>. Unofficial results will also be available on flash drive (HY-TEK Team Manager result file) upon request. Teams must provide their own flash drive.

### **Concessions**

Food and beverages will be available in concessions area in the spectator's area. No food or beverage will be allowed on the deck of the pool, in the locker rooms or in the spectator areas. A hospitality area will be available for coaches and officials. ***This can change anytime depending***

*on CDC and HCAC COVID protocol.* No food or beverage will be allowed on the deck of the pool, in the locker rooms or in the spectator areas. A hospitality area will be available for coaches and officials.

### **Lost and Found**

Articles may be turned in/picked up at the pool office. Articles not picked up by the end of the meet will be retained by the Meet Director or a representative for at least 14 days (any longer period shall be in the sole discretion of the Meet Director).

### **Swimming Safety**

Michigan Swimming warm up rules will be followed. To protect all swimmers during warm-ups, swimmers are required to enter the pool feet first at all times except when sprint lanes have been designated. No jumping or diving. The same rules will apply with respect to the warm-down pool and diving well. Penalties for violating these rules will be in the sole discretion of the Meet Referee which may include ejection from the meet.

### **Racing Start Certification**

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.

### **Deck Personnel/Locker Rooms/Credentialing**

Only registered and current coaches, athletes, officials and meet personnel are allowed on the deck or in locker rooms. Access to the pool deck may only be granted to any other individual in the event of emergency through approval by the Meet Director or the Meet Referee. The Michigan Swimming Board of Directors, Officials Chairs of MS, and the Michigan Swimming Office staff are authorized deck personnel at all MS meets. Personal assistants/helpers of athletes with a disability shall be permitted when requested by an athlete with a disability or a coach of an athlete with a disability.

Lists of registered coaches, certified officials and meet personnel will be placed outside the door to the pool deck. Meet personnel will check the list of approved individuals and issue a credential to be displayed at all times during the meet. This credential will include the host team name as well as the function of the individual being granted access to the pool deck (Coach, Official, Timer, or Meet Personnel). In order to obtain a credential, Coaches and Officials must be current in all certifications through the final date of the meet. Meet personnel must return the credential at the conclusion of working each day and be reissued a credential daily.

All access points to the pool deck and locker rooms will either be secured or staffed by a meet worker checking credentials throughout the duration of the meet.

### **Swimmers with Disabilities**

All swimmers are encouraged to participate. If any of your swimmers have special needs or requests, please indicate them on the entry form and with the Clerk of Course and/or the Meet Referee during warm ups.

### **First Aid**

Supplies will be kept in the pool office.

### **Medical Supervision**

The Holland Aquatics Center is fully staffed with rotating lifeguards on both the 50m competition pool and 5-lane warm-up pool. An Operating Supervisor (OS) will be available on-deck or by radio at all times during open hours to facilitate emergency needs. The facility has several AED devices located around the competition and warm-down areas for easy access.

### **Facility Items**

- (A) No smoking is allowed in the building or on the grounds of any facility listed above.
- (B) Pursuant to applicable Michigan law, no glass will be allowed on the deck of the pool or in the locker rooms.
- (C) No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions.
- (D) An Emergency Action Plan has been submitted by the Host Club to the Safety Chair and the Program Operations Chair of Michigan Swimming prior to sanction of this meet and is available for review and inspection at the pool office.
- (E) To comply with USA Swimming privacy and security policy, the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- (F) Deck changing, in whole or in part, into or out of a swimsuit when wearing just one suit in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes is **prohibited**.
- (G) 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.

## **General Information and Errors/Omissions**

Any errors or omissions in the program will be documented and signed by the Meet Referee and available for review at the Clerk of Course for Coaches review. Information will also be covered at the Coaches' Meeting.

### **Meet Personnel**

**Meet Director** Norm VerMeulen (a USA Swimming member)  
norm@mlaswim.org

**Meet Referee** Casey Kern (a USA Swimming member)  
ckern1213@sbcglobal.net

**Safety Marshal** Sara Kadzban  
sara@hollandaquaticcenter.org

**Administrative Official**  
Ruth Andegeko (a USA Swimming member)  
616.821.9795 (coaches only please)  
ruthandeano@gmail.com

**Holland Fall Invite 2023  
Sanction Number: MI2324023**

**Saturday, November 4, 2023  
Event Prelims**

**Warm-up starts: 7:30am Check-in closes: 7:45am Meet starts: 9:00am**

<b>Girls</b>	<b>Age</b>	<b>Event</b>	<b>Boys</b>
1	Open	200 Freestyle	2
3	Open	100 Backstroke	4
5	Open	200 Breaststroke	6
7	12 & under	50 Butterfly	8
9	Open	200 Butterfly	10
11	Open	50 Freestyle	12
13	Open	400 IM**	14

\*\*Timed Final swims in Prelim Session. Seeded Fast to Slow alternating gender.

**Saturday, November 4, 2023  
Event Finals**

**Warm-up 4:30pm Meet Starts 5:30pm**

**Event Order: Events 1 through 12**

Open events in Finals will have three heats: A and B Final for Open (top 16 qualifiers, all ages), C Final would be only for 12 & under who didn't qualify on the top 16.  
12 & Under events in Finals will have two heats: A and B Finals

**Please Note: Daylight Savings Time ends Sunday, November 5, 2023, at 2:00am.  
Please adjust your clocks accordingly**



**Holland Fall Invite 2023  
Sanction Number: MI2324023**

**Sunday, November 5, 2023  
Event Prelims**

**Warm-up starts: 7:30am Check-in closes: 7:45am Meet starts: 9:00am**

<b>Girls</b>	<b>Age</b>	<b>Description</b>	<b>Boys</b>
15	Open	200 IM	16
17	12 & under	50 Breaststroke	18
19	Open	100 Breaststroke	20
21	Open	100 Butterfly	22
23	12 & under	50 Backstroke	24
25	Open	200 Backstroke	26
27	Open	100 Freestyle	28
29	Open	100 IM	30
31	Open	500 Freestyle**	32

\*\*Timed Final swims in Prelim Session. Seeded Fast to Slow alternating gender.

**Sunday, November 5, 2023  
Event Finals**

**Warm-up 4:30pm Meet Starts 5:30pm**

**Event Order: Events 15 through 30**

Open events in Finals will have three heats: A and B Final for Open (top 16 qualifiers, all ages), C Final would be only for 12 & under who didn't qualify on the top 16.  
12 & Under events in Finals will have two heats: A and B Finals