

# NEO Y SWIM LEAGUE

## DIVISION 2 CHAMPIONSHIP MEET

### MEET INFORMATION

#### About the Championship

Date: Sunday February 4, 2024

Location: University of Akron Ocasek Natatorium

Entry Deadline: January 27, 2024

Hosted by: CFYN Tigersharks

Meet Director: Becky Turnbull – [Becky@cfyntigersharks.com](mailto:Becky@cfyntigersharks.com)

#### **Approval Number - #LE 24049 SA**

**RISK OF EXPOSURE TO COVID 19:** 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.

YMCA Swimming, USA Swimming, Inc., and the CFYN Tigersharks cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading COVID-19 while participating in meets. It is not possible to prevent the presence of the disease. Therefore, if you choose to participate in this meet, 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 YMCA SWIMMING, USA SWIMMING AND LE, CFYN TIGERSHARKS, 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.

## **ABOUT THE CHAMPIONSHIP**

This meet is a closed, inter-association championship YMCA meet. This meet and all participants will adhere to the Rules that Govern YMCA Competitive Sports and the Swimming Addendum to the Rules that Govern YMCA Competitive Sports. USA Swimming technical rules will be followed. The meet is YMCA sanctioned and approved by the Lake Erie Swimming, Inc. of USA Swimming. Only swimmers with their USA Swimming membership number included with the entry will have times uploaded to SWIMS. USA Swimming Approval number: xxxxxx.

This meet is a qualifying meet for the Northeast Ohio YMCA Swim League Championship meet which will be held on March 1-2, 2024.

## **MEET FORMAT WAIVER**

**RESERVE THE RIGHT TO MAKE CHANGES:** The host organization reserves the right to make any adjustments to the provisions of the meet announcement deemed necessary to ensure the fair and efficient running of the meet. Changes will be communicated as far in advance as possible. None of the required elements of a sanctioned meet may be changed.

## **LOCATION AND FACILITY**

Location: Ocasek Natatorium—402 Carroll St. Akron, OH 44304  
Competition will be held in the 8 lane, 25 yard competition pool. The competition course has been certified in accordance with 104.2.2C (4). The copy of such certification is on file with USA Swimming. The depth of the pool at the start end is 14 feet. The depth at the turn end is 8 feet.

**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.

## **CONTACT INFORMATION**

Meet Director: Becky Turnbull – [Becky@cfyntigersharks.com](mailto:Becky@cfyntigersharks.com)  
Entry Chair: Keith Turnbull – [Entries@cfyntigersharks.com](mailto:Entries@cfyntigersharks.com)

## **WEB SITE**

Meet Information can be found at: [www.neoyswim.org](http://www.neoyswim.org)  
Online Meet Results: Meet Mobile will be available for this meet

## **MEET TIMELINE:**

***NOTE: The facility will not open until 7:15 am.***

**Session 1: 8 & Under and 9-10 age groups**

Warm up: CFYN 7:45 -8:15

All other teams: 8:15- 8:50

The meet will begin at 9:00 am.

Warm-up lane assignments and any necessary warm-up revisions will be emailed out to the coaches by Feb. 2nd.

**Session 2: 11-12, 13-14, 15 & Up age groups**

A timeline and lane assignments for afternoon warm-ups will be emailed out to the coaches by Feb 2nd.

**MEETING TIMES:**

**Session 1:** Officials Meeting: 8:10 am in the Hospitality room  
Timers Meeting: 8:30 am in the Hospitality room  
Coach's meeting 8:50 am in the hospitality room.

**Session 2: TBA**

**ELIGIBILITY**

**ATHLETE**

**YMCA Membership:** An athlete must be a YMCA member in good standing who holds an annual, full privilege membership at the YMCA he/she represents for a period of at least 90 days prior to the first day of the meet. An athlete may have only represented that YMCA team in competition for a period of 90 days prior to the first day of the meet, excluding scholastic competition.

**Required Meets: Swimmers must have participated in three (3) YMCA Closed competitions—2 dual meets + 1 YMCA invitational OR 3 dual meets during the 2023-2024 season to be eligible.**

**Age:** Per NEO Y swimming bylaws—age as of December 1, 2023.

**Athletes with a Disability:** Swimmers with a disability are welcome to enter this meet. The coach or team entry person must alert the meet director and the meet referee as to the need for any special accommodations or seeding arrangements at the time the entry is submitted. If modifications to USA Swimming rules are necessary, then the coach or athlete must notify the meet referee of any disability prior to competition.

**COACH**

**Required Certifications:** Coaches must hold current certifications in the following courses in order to receive a deck credential: Professional Rescuer CPR, First Aid, Safety Training for Swim Coaches (a Lifeguard certification may be used if accompanied by completion of the Safety Training for Swim Coaches online content) and Principles of YMCA Competitive Swimming and Diving. A list of the acceptable certifications can be found in the Swimming Addendum to the Rules That Govern Competitive Sport.

**Coach Registration:** Each coach must have completed the annual YMCA on-line team and coach registration process. Coaches who are not registered and approved will not be permitted on deck.

**TEAM**

**Team Registration:** Each team must have completed the annual YMCA on-line team registration and paid the annual registration fee.

**Insurance:** Each team that participates in the meet must have a current and correct Certificate of Liability Insurance, in effect through the last day of the meet.

## **ENTRY INFORMATION**

**ENTRY LIMITS:** Each swimmer may enter and compete in a maximum of two (2) individual events and two (2) relay events. If a team has fewer than four swimmers entering in an age group, then the swimmers can enter in three (3) individual events. Teams have no limit on the number of entries for each event.

**USA-S IDs:** USA-S registered athletes should have an ID number in the Meet Entry File.

**ENTRY FEES:** Individual events are \$5.00. Relay events are \$16.00 per relay team.

**ENTRY DEADLINE:** The due date for entries is Saturday, January 27 2024.

**ENTRY PROCEDURE:** Email entries to: Keith Turnbull  
entries@cfyntigersharks.com

**PAYMENT:** Make checks payable to CFYN Tigersharks. Please bring ONE check per team. There is an additional fee \$10.00 per swimmer for entries not received electronically. Please bring your payment to the meet.

**DECK ENTRIES:** No deck entries will be accepted.

## **CHECK-IN PROCEDURE**

**MEET CHECK-IN PROCEDURE:** Coaches will check in at the table in the hallway outside the pool entrance to pick up their meet packet and deck credentials for qualified coaches.

## **VOLUNTEERS INFORMATION**

**REQUIRED OF EACH TEAM:** Each team should supply at least one (1) experienced certified Official for each meet session, if you have more that would like to work let us know. If you have no qualified officials notify the meet director ASAP. All teams are required to supply two (3) timers for each Session. Each team may designate up to 4 Age Group coordinators to get their own 10 & under swimmers to the Clerk of Course or to the blocks for their events in the AM session. Smaller teams that do not have need for 4 age group coordinators should send fewer coordinators. **It will be each team's responsibility to get their swimmers to the blocks (9 & over) or to the Clerk of Course (8 & under).**

**VOLUNTEER INFORMATION:** Teams should email Becky Turnbull at **Becky@cfyntigersharks.com** with their completed Division Meet Volunteers Sheet (attached) by **January 27, 2024**.

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.

**POOL DECK ACCESS:** All coaches and volunteers must wear a bracelet in order to be admitted onto the pool deck. Coaches and designated volunteers MUST check-in at the table outside of the pool entrance prior to entering the deck. **PARENTS WHO ARE NOT VOLUNTEERING TO WORK THE MEET WILL NOT BE PERMITTED ON POOL DECK.**

## **CHAMPIONSHIP PROCEDURES AND OPERATIONS**

**RULES:** The meet will run under YMCA Rules that Govern Competitive Sports, Addendum to the YMCA Rules that Govern Competitive Sports, NEO Y Swim League Bylaws, USA-S Technical Rules.

**EVENT SEEDING:** The Meet Director/Administrative Official reserves the right to combine heats.

**SCRATCH PROCEDURES:** An athlete is considered entered into an event unless he/she scratches from that event. If an athlete does not scratch from an event and does not swim the event, that event still counts toward the athlete's total number of events for the meet.

**DECLARED FALSE START:** An athlete may also withdraw from a heat or swim-off by electing to take a declared false start. Such declaration must be made known to the Deck Referee before the heat or swim off is announced. A declared false start counts as an event swum for the athlete and will be counted in the maximum number of events allowed for each athlete.

**WARM-UP SAFETY PROCEDURES:** Teams will be assigned lanes for warm-ups (will be emailed to coaches). During designated warm up sessions, athletes may only enter the competition pool from the starting end. Athletes are expected to use a three-point entry in which they sit on the side of the pool then slide into the pool, with one hand on the wall. The exception is during specific warm up periods when sprint lanes are designated for practicing racing starts.

Coaches must maintain contact with their swimmers during warm-up. There is no diving during warm-up, except in designated sprint lanes.

Swimmers are to sprint one way and climb out at the far end of the pool. Swimmers may be removed from warm-up for violating safety rules.

**CLERK OF COURSE:** There will be a clerk of course for 8 and under individual events only. All teams must send their 8 and under swimmers to the clerk of course so that 8 and unders can be escorted onto the bulkhead. We recommend writing your 8 and unders names on their right shoulder in sharpie to help the clerk of course workers line swimmers up more efficiently. There is no clerk of course for 9 and older swimmers- they should report directly to the blocks.

8 & under relays will report behind the blocks, age group coordinator and coaches from each team are responsible for getting their relays to the blocks. Only the heat currently swimming, and the next heat will be permitted on the bulk head to avoid over-crowding.

**SWIMMERS AREA:** Each team will have assigned space on the pool deck for their team.

**STARTS:** 'Fly-over' starts may be used at this meet at the discretion of the meet referee. Should fly-over starts be used, all swimmers (except for Backstroke starts) should remain in the water at the completion of their race until the next heat has begun. Backstroke wedges may be used.

**PROTEST PROCEDURE:** Protests against the judgment decisions of starters, stroke, turn, place and relay take-off judges can only be considered by the Referee and the Referee's decisions will be final USA-S Rule 102.23.

**CONDUCT AND RESTRICTIONS:** The Meet Referee reserves the right to dismiss any swimmer, coach and/or spectator from the competition due to inappropriate conduct

- Deck access is limited to only registered and approved coaches, swimmers, and working officials.
- Deck changes are prohibited. The USA Swimming Rulebook defines Deck Change as: Changing, in whole or in part, into or out of a swimsuit (excluding a drag suit) in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes while at a practice, competition, or other pool-related activity." This includes slipping off the top of a one-piece performance suit to place on an alternate bikini top immediately following a race.
- Individuals are responsible for the security of their personal belongings and are encouraged not to bring valuables to the meet venue and not to leave items unattended.
- Shaving is not permit in any areas of the facility.
- **CAMERA ZONES:** Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, restrooms, or locker rooms. Additionally, under NO circumstances will Camera Zones include the area immediately behind the starting blocks at either end of the racing course(s) while they are in use for race starts during competition and warm-up. Those failing to abide by this rule may be removed from the venue.

## **AWARDS AND RECOGNITION**

**SCORING:** Relays = 40,34,32,30,28,26,24,22,18,14,12,10,8,6,4,2  
Individual = 20,17,16,15,14,13,12,11,9,7,6,5,4,3,2,1

**AWARDS:** Heat Winner Ribbons  
Ribbons for 1<sup>st</sup> – 16<sup>th</sup> place for relay and individual events  
Team banner awards for 1<sup>st</sup> – 3<sup>rd</sup> place

## **SPECTATORS**

**ADMISSION FEE:** General Admission: \$10, Children 5 & under: Free

**HEAT SHEETS/PROGRAMS:** Full Day Heat Sheets will be available online. A small number of printed heat sheets will be available for sale for \$5 each.

**CONCESSION STAND:** Concessions will be available at the front desk. You may bring in outside food and beverages. No glass containers are permitted.

**CONDUCT AND RESTRICTIONS:**

- No Flash Photography at the start of competition races.
- Parents and coaches are responsible for the conduct of their children. Children are not allowed to roam the facility unattended. Swimmers are strongly encouraged to remain on deck.
- The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- Spectators are not permitted on deck
- No smoking, drugs, or alcohol are permitted in the swimming complex.

**LIABILITY, SAFETY AND EMERGENCY PROCEDURES**

**INSURANCE:** Each Association participating in this meet must have insurance coverage for representative(s) including leadership and participants who will be in attendance for the period of travel from their Association to the meet, during the entire period of the meet and return to their Association. Appendix 2 must be signed by each association participating in the meet.

**LIABILITY LIMITS:**

- In granting of the USA-S/LESI approval, it is understood and agreed that USA Swimming and LESI shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the meet.
- In granting the YMCA Sanctioning, it is understood and agreed that YMCA of the USA shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the meet.

**UNACCOMPANIED ATHLETE:** Each athlete must have a certified coach responsible for him/her while on the pool deck. The coach of the athlete must authorize in writing a coach from another team to represent their team and be responsible for the swimmer(s).

**CONCUSSION AWARENESS/ RETURN TO PLAY LAW:**

Under the Ohio Return to Play Law governing concussions, all coaches and officials (in state or out of state) are required to have proof of training in concussion signs and symptoms. This training is available for free and can be found at [http://www.nfhslearn.com/self\\_courses](http://www.nfhslearn.com/self_courses) All coaches and officials are encouraged to take this training. It is your responsibility to take care of this requirement.

This meet will follow the YMCA of USA Concussion procedure. Anyone who observes or has knowledge of a potential head injury should immediately notify lifeguards and/or hired medical personnel. Once the injury report is completed, the lifeguard and/or hired medical personnel will notify the Event Staff, the athlete's coaching staff, and the Meet Director.

If a head injury occurs, the action plan below will be followed:

1. Athlete is removed immediately from participation by the Meet Director

2. Athlete must be evaluated by a licensed health care professional experienced in identifying and treating concussions. In addition, the athlete must be in compliance with the laws that are in effect within the jurisdiction where the meet is held.
3. The coaching staff will inform the athlete's parents or guardians about the possible concussion and give or send them the fact sheet on concussion.
4. The athlete will not be allowed back to warm-up or compete until a health care professional, experienced in evaluating concussions determines that the athlete is symptom-free and is OK to return to participation.

**EVACUATION PLAN:** Spectator Emergency Evacuation Plan: In the event of an alarm or emergency evacuation, remain calm, walk to the nearest exit, and leave the building. Do not use the elevators. Do not attempt to go on deck or into the locker rooms. Deck Emergency Evacuation Plan: Swimmers will be directed by their coaches or meet workers to exit via the doors on the south side of the pool deck near the 1 meter diving board or at the shallow end of the warmup pool. Meet personnel will also exit through these doors

#### **PARKING**

Parking will be available in lots surrounding the facility. Parking fees maybe charged at the discretion of the University. The host team has no control over parking fees or policies.

**HOSPITALITY:** A hospitality room will be available for working coaches and designated volunteers with an appropriate deck pass wrist band.

**REQUIRED FORMS & CERTIFICATIONS:** Per Y-USA and NEO Y Swim League policies.

1. A Meet Declaration form must be on file for every team prior to the start of the meet. Please email these to Becky Turnbull at [Becky@cfyntigersharks.com](mailto:Becky@cfyntigersharks.com) by Saturday, January 27, 2024. Teams failing to submit this required paperwork and coach certifications may not be permitted to compete.
2. Each coach must have completed all coaches' requirements and submitted all proof to the YMCA of the USA. The NEO coaches list of certified coaches will be at the meet for meet director to verify coaches if a question arises about certification.

**Sunday, February 4, 2024 AM Session**  
**CFYN Warm up 7:45, all other teams**  
**Warm-up 8:15 - 8:55 am (Timed Finals)**

<b>Girls</b>	<b>Event</b>	<b>Boys</b>
<b>1</b>	<b>10 &amp; Under 200 Medley Relay</b>	<b>2</b>
<b>3</b>	<b>8 &amp; Under 100 Medley Relay</b>	<b>4</b>
<b>5</b>	<b>10 &amp; Under 200 Free</b>	<b>6</b>
<b>7</b>	<b>10 &amp; Under 100 IM</b>	<b>8</b>
<b>9</b>	<b>10 &amp; Under 50 Free</b>	<b>10</b>
<b>11</b>	<b>8 &amp; Under 25 Free</b>	<b>12</b>
<b>13</b>	<b>10 &amp; Under 50 Butterfly</b>	<b>14</b>
<b>15</b>	<b>8 &amp; Under 25 Butterfly</b>	<b>16</b>
<b>17</b>	<b>10 &amp; Under 100 Free</b>	<b>18</b>
<b>19</b>	<b>8 &amp; Under 50 Free</b>	<b>20</b>
<b>21</b>	<b>10 &amp; Under 50 Backstroke</b>	<b>22</b>
<b>23</b>	<b>8 &amp; Under 25 Backstroke</b>	<b>24</b>
<b>25</b>	<b>10 &amp; Under 50 Breaststroke</b>	<b>26</b>
<b>27</b>	<b>8 &amp; Under 25 Breaststroke</b>	<b>28</b>
<b>29</b>	<b>10 &amp; Under 200 Free Relay</b>	<b>30</b>
<b>31</b>	<b>8 &amp; Under 100 Free Relay</b>	<b>32</b>

**Sunday, February 4, 2024 PM Session**  
**Warm-ups times will be emailed to the coaches**  
**(Timed Finals)**

<b>Girls</b>	<b>Event</b>	<b>Boys</b>
<b>33</b>	<b>15 &amp; Over 200 Medley Relay</b>	<b>34</b>
<b>35</b>	<b>13-14 200 Medley Relay</b>	<b>36</b>
<b>37</b>	<b>11-12 200 Medley Relay</b>	<b>38</b>
<b>39</b>	<b>15 &amp; Over 200 Free</b>	<b>40</b>

<b>41</b>	<b>13-14 200 Free</b>	<b>42</b>
<b>43</b>	<b>11-12 200 Free</b>	<b>44</b>
<b>45</b>	<b>15 &amp; Over 200 IM</b>	<b>46</b>
<b>47</b>	<b>13-14 200 IM</b>	<b>48</b>
<b>49</b>	<b>11-12 100 IM</b>	<b>50</b>
<b>51</b>	<b>15 &amp; Over 50 Free</b>	<b>52</b>
<b>53</b>	<b>13-14 50 Free</b>	<b>54</b>
<b>55</b>	<b>11-12 50 Free</b>	<b>56</b>
<b>57</b>	<b>15 &amp; Over 100 Butterfly</b>	<b>58</b>
<b>59</b>	<b>13-14 100 Butterfly</b>	<b>60</b>
<b>61</b>	<b>11-12 50 Butterfly</b>	<b>62</b>
<b>63</b>	<b>15 &amp; Over 100 Free</b>	<b>64</b>
<b>65</b>	<b>13-14 100 Free</b>	<b>66</b>
<b>67</b>	<b>11-12 100 Free</b>	<b>68</b>
<b>69</b>	<b>15 &amp; Over 500 Free</b>	<b>70</b>
<b>71</b>	<b>13-14 500 Free</b>	<b>72</b>
<b>73</b>	<b>15 &amp; Over 100 Backstroke</b>	<b>74</b>
<b>75</b>	<b>13-14 100 Backstroke</b>	<b>76</b>
<b>77</b>	<b>11-12 50 Backstroke</b>	<b>78</b>
<b>79</b>	<b>15 &amp; Over 100 Breaststroke</b>	<b>80</b>
<b>81</b>	<b>13-14 100 Breaststroke</b>	<b>82</b>
<b>83</b>	<b>11-12 50 Breaststroke</b>	<b>84</b>
<b>85</b>	<b>15 &amp; Over 200 Free Relay</b>	<b>86</b>
<b>87</b>	<b>13-14 200 Free Relay</b>	<b>88</b>
<b>89</b>	<b>11-12 200 Free Relay</b>	<b>90</b>

# YMCA Championship Meet Declaration Form

Return signed form by email to Becky Turnbull [Becky@cfyntigersharks.com](mailto:Becky@cfyntigersharks.com) by January 27, 2024. Teams failing to do so will not be permitted to participate in this meet.

**Participating YMCA:** \_\_\_\_\_

**YMCA Address:** \_\_\_\_\_

**Meet Name:** NEO Y SWIM LEAGUE DIVISION 2 CHAMPIONSHIP MEET

**Meet Date(s):** February 4, 2024

**Meet Host:** Cuyahoga Falls Tigersharks

**Meet Location:** University of Akron Ocasek Natatorium

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We the undersigned attest to the following:

**SWIMMERS** - All swimmers representing the YMCA above are full privilege members of the YMCA and meet all eligibility requirements.

**COACHES** - All coaches representing the YMCA above hold current certifications in CPR Pro, First Aid, Coaches Safety Training and Principles of YMCA Competitive Swimming and Diving and have completed the annual YMCA coach registration online. Additionally per Ohio law, coaches must have completed Concussion and Lindsay's Law training.

**INSURANCE** - Our Association now has insurance coverage for representative(s) including leadership and participants who will be in attendance at the NEO Y SWIM LEAGUE DIVISION 2 CHAMPIONSHIP MEET for the period of travel from our Association to the meet, during the entire period of the meet and return to our Association. I hereby certify that YMCA has a minimum of \$1,000,000/\$2,000,000 in liability insurance that covers our coaches and swimmers during their travel to and from and during their participation in the NEO Y SWIM LEAGUE DIVISION 2 CHAMPIONSHIP MEET.

**RELEASE** - In consideration of your accepting this entry, I hereby, for myself, heirs, executor and administrators, waive and release any and all right and claim for damages I may have against the YMCA of the USA, Akron Area YMCA and the CFYN Tigersharks, their agents, representatives or assigns, and the University of Akron Ocasek Natatorium for any and all injuries which may be suffered by participants at the NEO Y SWIM LEAGUE DIVISION 2 CHAMPIONSHIP MEET. Furthermore, we understand that the YMCA of the USA and Akron Area YMCA and the CFYN Tigersharks are not responsible for any intended or unintended consequences related to removing an athlete from competition for a head injury. This includes, but is not limited to, any financial reimbursement associated with such removal.

\_\_\_\_\_  
*Printed Name and Signature of Head Coach*

\_\_\_\_\_  
*Printed Name and Signature of YMCA Executive Director or Designee*

# Volunteer Form

Return completed form by email to Becky Turnbull [Becky@cfyntigersharks.com](mailto:Becky@cfyntigersharks.com) by January 27, 2024. Teams failing to do so will not be permitted to participate in this meet.

**Team:** \_\_\_\_\_

**Contact name & email:** \_\_\_\_\_

**Timers:** Each team MUST provide 3 timers per session.

Session	Name	Session	Name
AM		PM	
AM		PM	
AM		PM	

**Officials:** Each team should provide at least 1 certified and experienced official per session.

Session	Name	Certification level

**Age Group Coordinators:** Each team may designate up to 4 parent volunteers to assist their 10 and under swimmers in getting to the clerk of course (8 and under) or behind the blocks (9 and over). Smaller teams that do not have need for 4 age group coordinators should send fewer coordinators.
