

# The Dominion Valley Sharks are excited to host the Blue Divisional Championship - July 27, 2024

*Important Dates to Mark on your Calendar:*

<b>July 23, 2024</b>	Meet Entries due to <a href="mailto:algaddb@gmail.com">algaddb@gmail.com</a>
<b>July 24, 2024</b>	Officials, Referees, Starters and Stroke & Turns due to <a href="mailto:rules@dvsharks.com">rules@dvsharks.com</a> .
<b>July 25, 2024</b>	Volunteer names due to <a href="mailto:secretary@dvsharks.com">secretary@dvsharks.com</a> . Including Timers & Recorders names
<b>July 25, 2024</b>	Preferred Parking and Handicap space request due to <a href="mailto:president@dvsharks.com">president@dvsharks.com</a> and <a href="mailto:rules@dvsharks.com">rules@dvsharks.com</a> .
<b>July 27, 2024</b>	Blue Divisional Championship at DVCC

## ABOUT DOMINION VALLEY SWIM TEAM SHARKS

The Dominion Valley Swim Team pool is located at **5350 Tournament Drive, Haymarket VA 20169**. Our website is [www.dvsharks.com](http://www.dvsharks.com); click on 'about us' for more information.

**DIRECTIONS:** To get to our pool from the Linton Hall corridor, take Linton Hall Rd. to north on Rt. 29. Take exit onto 66 west. Go 3 miles on I-66 West to Exit 40 and make a right onto Route 15 North. Go 1.5 miles to a left onto Dominion Valley Drive. Make a left at the first traffic light, through the gate, onto Tournament Drive. Our pool is on the immediate right. We always have a fun filled Divisional meet and we are looking forward to another with some new friends!

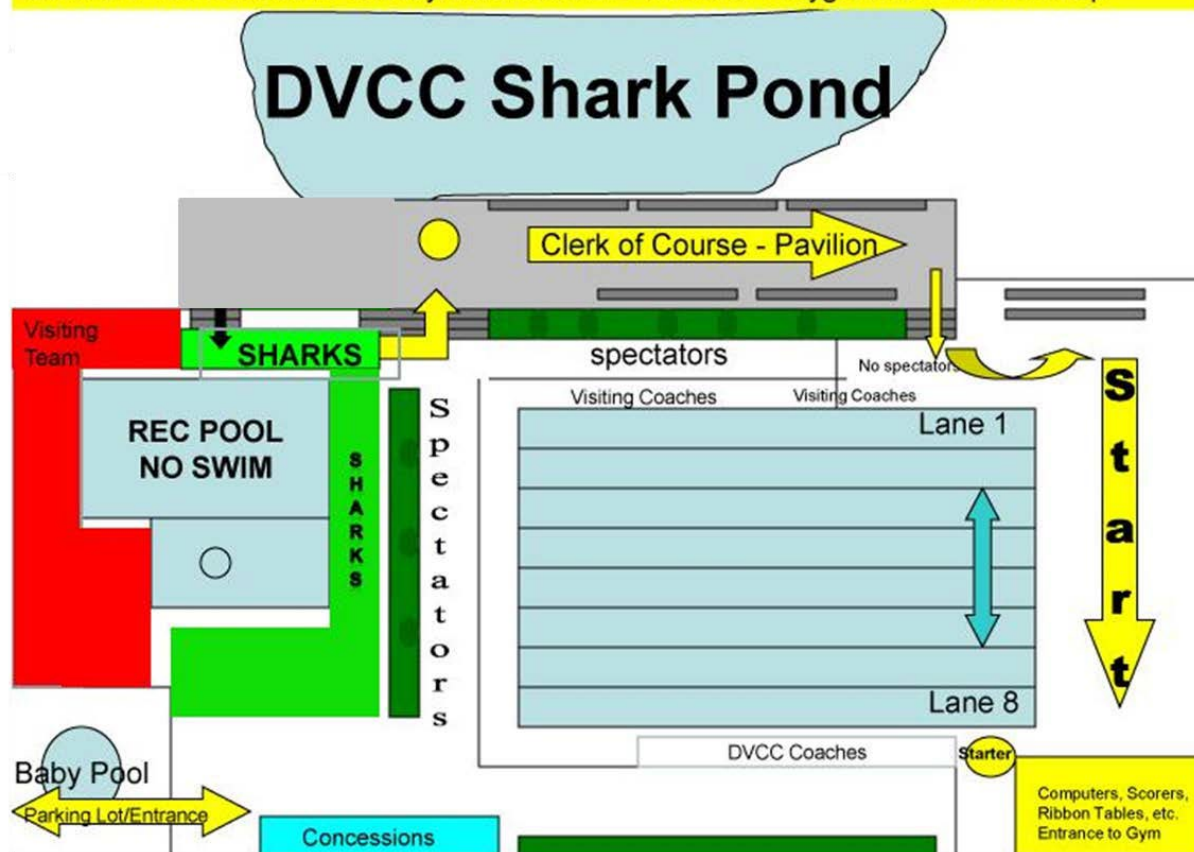
## POOL LAYOUT DIAGRAM/TEAM SETUP

There will be NO personal tents inside the pool area. There will be a table for volunteer coordinators from each team near the baby pool. Only chair seating will be allowed for spectators on a first come first serve basis. All personal tents must be set up outside the gates, in the grassy area. However, coach's areas may be tented and teams may utilize their space for a team tent.

Swimmer traffic flow is depicted by the yellow arrows, starting at the yellow circle in the gray space. In the past, some teams have requested to have their own separate clerk of course tent set up for relay gathering, this is allowed in the visitors section of the rec pool deck. Please avoid the grilling areas. For clerk of course, the kids gather at the yellow circle and flow to the right across the pavilion, seated on a series of bleacher benches. They flow down the stairs at the right of the pavilion to three rows of chairs (seated by heat) at the curved arrow. From there the swimmers move to the start area where there are a series of chairs seated 4 heats deep.

The only areas roped off to spectators are the areas of the start from left of the visiting coaches, around to the left of the starter setup.

## Overflow Team Areas in Grassy Area Outside Pool near Playground - Tent Set-Up



**PARKING:** Our HOA restricts access and limits the number of entrances to the community. For Divisionals we can only allow passes for four cars (President, Volunteer Coordinator, Computer Representative and Head Coach) for each visiting team, **Sudley** and **Piedmont**.

- Please send an email to [president@dvsharks.com](mailto:president@dvsharks.com) and "CC" [rules@dvsharks.com](mailto:rules@dvsharks.com) with the names of the four drivers with cell phone numbers and /or email addresses, and we will enter their names onto the gatehouse roster. *Please let those drivers know they will need to scan the barcode that is texted or emailed to them at the entry gate kiosk, and tell them to arrive early as parking is limited.*
- **Handicap Parking** please send an email to [president@dvsharks.com](mailto:president@dvsharks.com) and "CC" [rules@dvsharks.com](mailto:rules@dvsharks.com) with the names, cell phone numbers, and /or email addresses of those in need of handicap parking. *Please let those drivers know they will need to scan the barcode that is texted or emailed to them at the entry gate kiosk, and they must have a handicap parking pass.*
- **All other swimmer families** will need to park in the Giant Parking lot across from the main entrance. Instead of making the first left once on Dominion Valley Dr., make the first right.

## HEAT SHEETS/MEET PROGRAMS

DV will not sell or provide heat sheets to patrons. DV will provide heat sheets to all meet officials and put any balance at the concessions stand for parents to pick up.

Regarding ads in the heat sheets – computer reps can discuss and coordinate any ads. The computer reps for each team have added to their own sponsors to their own meet programs and distributed to their team in the past – this will be the same again this year.

**SWIMMER ENTRIES:** Please email the list of your swimmers / entries to our computer rep, Dan Salgado at [salgaddb@gmail.com](mailto:salgaddb@gmail.com).

- Following the last meet before the Divisionals, PWSL will provide the host team computer rep with a times report for the Division.
- DV Sharks Computer Rep will create a database of all the teams and will redistribute it to all the Computer Reps.
- All divisional entries must be submitted to DV Sharks computer rep by **Tuesday, July 23rd @ 5:00pm**.
- All teams bring their computer gear.
- Please see computer support further in the letter for more information.

**COACH & PARENT RELAYS:** At the end of the meet coach and parent relays will be run. Please provide 'A' and 'B' teams, names of swimmers. Relays will be

Event #		
68	Coach Mixed	100 M Medley Relay
69	Parent Mixed	100 M Medley Relay
70	Coach Mixed	100 M Free Relay
71	Parent Mixed	100 M Free Relay

**SENIOR or LAST SWIMS:** Please provide the computer representative Dan Salgado and [secretary@dvsharks.com](mailto:secretary@dvsharks.com) the names of your team seniors and or last swims. Please include first name, last name, last event swimming at divisionals, and anything notable. The Head Officials will be notified of seniors and last swims and the names of the swimmers will be announced by the DJ/Announcer.

**MEET TIMELINE – Warm Ups:** The meet timeline is as follows:

Timeline		
<b>5:30 – 5:50 AM</b>	Coaches (open to all teams)	All Lanes
<b>5:50AM - 6:10 AM</b>	DVSharks warm-ups	All Lanes
<b>6:10AM - 6:30 AM</b>	Piedmont Tsunamis' warm-ups	All Lanes
<b>6:30AM – 6:50 AM</b>	Sudley Seahorses' warm-ups	All Lanes
<b>6:20 AM</b>	Referee and Starters meeting	Gym
<b>6:30 AM</b>	Stroke and Turn Officials' meeting in the gym at the far end of the main building	Gym
<b>6:40 AM</b>	Timers' and Recorders' meeting near scorer's table	Near Scorer's Table
<b>6:50 AM</b>	Clear the pool.	
<b>6:50 AM</b>	Relays Assemble in team areas and move to proper lanes to prepare for start of meet.	
<b>6:55 AM</b>	National Anthem is sung	
<b>7:00 AM</b>	Meet Starts <i>Note: In the roped off areas – only racing swimmers, coaches, and working volunteers should be on deck.</i>	

**OFFICIALS:** *Bring all that you have.*

Official Referee(s), Starter(s) and Stroke & Turns, please send your list to our DV Sharks Official at [rules@dvsharks.com](mailto:rules@dvsharks.com) by **July 24, 2024**

#### STARTER & REFEREES

Events	Team	Starter - Referee	Alternate Referee
<b>66-67, 1-19</b>	<b>Dominion Valley</b>		
<b>20-37</b>	<b>Piedmont</b>		
<b>38-57</b>	<b>Sudley</b>		
<b>58-65</b>	<b>Dominion Valley</b>		

## STROKE & TURN SHIFT(s)

The Stroke & Turns will rotate clockwise. If there are enough S&T Officials we will have outs; at the Start end (officials enter at Lane 1) and outs at the turn end (officials enter in at Lane 8). In short, note the following:

Shift 1				
Events 66-67, 1-37	Lanes 1 & 2	Lanes 3&4	Lanes 5&6	Lanes 7 & 8
Starting End	Sudley	Dominion Valley	Piedmont	Dominion Valley
Turn End	Piedmont	Sudley	Dominion Valley	Sudley
Rotational Outs				
<b>Start End</b> Comes in at Lane 1	TBD	TBD	See explanation above for rotation.	
<b>Turn End</b> Comes in at Lane 8	TBD	TBD	See explanation above for rotation.	

## RELAY CONFIRMATION JUDGES

Events 66 – 67, 1-9, 58 – 65	
Starting End	Off Duty Referees/Chief Judges and/or Stroke & Turn Officials
Opposite End	Off Duty Referees/Chief Judges and/or Stroke & Turn Officials

Relay Lane Assignment							
Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8
	SUD B	PIED A	DV A	SUD A	PIED B	DV B	

- When Relay Event has 1 heat of 6 or less A&B teams competing the above lane assignment applies.  
(excerpt from PWSL Bylaws Section V. Divisional Championship Meets)

## VOLUNTEERS NEEDED:

We will be running **3 Shifts**. Exact split of the shifts for volunteers will be determined as the meet is seeded/timeline set and submitted on **Tuesday night**.

**Dominion Valley volunteer coordinator is: Jonna Thoma** at [secretary@dvsharks.com](mailto:secretary@dvsharks.com).

### Tentative Timeline

- Shift 1:** 6:50 a.m. - 9:15 a.m.
- Shift 2:** 9:15-11:30
- Shift 3:** 11:30 - End of Meet

<b>Volunteers Checklist:</b>	<input type="checkbox"/> Clerk of Course <input type="checkbox"/> Head Timers <input type="checkbox"/> Heat Ribbons <input type="checkbox"/> Officials... <b>As many as you can bring!</b> <input type="checkbox"/> Recorders <input type="checkbox"/> Ribbon <input type="checkbox"/> Runners <input type="checkbox"/> Runners <input type="checkbox"/> Scorers <input type="checkbox"/> Starting Blocks <input type="checkbox"/> Timers <input type="checkbox"/> Verifiers
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**CLERK OF COURSE:** 2 per shift, per team. Each team should provide a head clerk of course volunteer that is familiar with seeding and cards.

**HEAT RIBBONS:** Each team provides one per assigned shift, working 4 lanes.

**Shift 1:** DVCC and Sudley  
**Shift 2:** Piedmont and Sudley  
**Shift 3:** DVCC and Piedmont

**RIBBONS:** 1-2 per shift, per team (we do not have room for more). They will be located next to the gym or if extremely warm in the gym.

**RUNNERS:** Each team provides two per assigned shift. Runners need to check in at the timers meeting. Runners will either run cards to the scorers OR during 8 and under shifts will run cards from the swimmers to the timers. Please name one “runner” and one “8 and under runner”.

**Shift 1:** Sudley and Piedmont  
**Shift 2:** Piedmont and DVCC  
**Shift 3:** DVCC and Sudley

**Bull Pen/Starting Block Volunteer:** 1 per shift, per team. This position is just to cover the 10 and under swimmers while they are on the final block under the big tents, to keep them moving up in line and remaining in their assigned lane.

## TIMERS, RECORDS AND HEAD TIMERS

- Each Team is responsible for staffing their respective assigned lane(s) during the Divisional Meet.
- DO NOT leave your assigned lane until your replacement is on deck and ready to rotate. It may be necessary for you to stay on duty for a short time in the beginning of the next shift. We do not want to slow the meet down waiting for replacements. Notify the Head Timer and a replacement WILL be found as soon as possible.
- Completed Timer/Recorder Schedule must be sent to **Jonna Thoma** at [volunteers@dvsharks.com](mailto:volunteers@dvsharks.com) by **Thursday, July 25, 2024**.

## Timers, Records and Head Timers Schedule

SHIFT 1								
Events 66-67, 1-19	Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8
Timer	DV	DV	DV	DV	DV	DV	DV	DV
Timer	PIED	PIED	PIED	PIED	PIED	PIED	PIED	PIED
Timer	SUD	SUD	SUD	SUD	SUD	SUD	SUD	SUD
Recorder	DV	PIED	SUD	DV	PIED	SUD	DV	PIED
Head Timer								
	DV							
	PIED							

SHIFT 2								
Events 20-47	Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8
Timer	DV	DV	DV	DV	DV	DV	DV	DV
Timer	PIED	PIED	PIED	PIED	PIED	PIED	PIED	PIED
Timer	SUD	SUD	SUD	SUD	SUD	SUD	SUD	SUD
Recorder	SUD	DV	PIED	SUD	DV	PIED	SUD	DV
Head Timer								
	PIED							
	SUD							

SHIFT 3								
Events 48-65	Lane 1	Lane 2	Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8
Timer	DV	DV	DV	DV	DV	DV	DV	DV
Timer	PIED	PIED	PIED	PIED	PIED	PIED	PIED	PIED
Timer	SUD	SUD	SUD	SUD	SUD	SUD	SUD	SUD
Recorder	PIED	SUD	DV	PIED	SUD	DV	PIED	SUD
Head Timer								
	SUD							
	DV							

## SCORERS & VERIFIERS

SHIFT 1				
Events 66-67, 1-19	Scorer 1	Scorer 2	Scorer 3	Scorer 4
Scorer	DV	SUD	DV	PIED
Verifier	PIED	SUD		

SHIFT 2				
Events 20-47	Scorer 1	Scorer 2	Scorer 3	Scorer 4
Scorer	SUD	DV	SUD	PIED
Verifier	PIED	DV		

SHIFT 3				
Events 48-65	Scorer 1	Scorer 2	Scorer 3	Scorer 4
Scorer	PIED	SUD	PIED	DV
Verifier	DV	SUD		

## COMPUTER SUPPORT

Each team computer representative is requested to be available throughout the meet for computer support. Each team's computer rep must be available during the opening and closing relays in case additional information (i.e. swimmer names) is needed. Data entry will take place by one team per event according to the following schedule:

<b>Opening Relays:</b>	Dominion Valley computer team
<b>Freestyle:</b>	Sudley or Piedmont computer team
<b>IM:</b>	Dominion Valley computer team
<b>Backstroke:</b>	Sudley or Piedmont computer team
<b>Breaststroke:</b>	Dominion Valley computer team
<b>Butterfly:</b>	Sudley or Piedmont computer team
<b>Closing Relays:</b>	Dominion Valley computer team

When it is your team's turn to enter data, the team's computer representative will have the chair. When it is not your team's turn, please respect the right of the serving team to step away to watch a swim. This is a different protocol than many meets; however, the hope this removes the need for competing for the "data entry seat". When your computer team is not assigned to data entry, you can help with verifying, ribbons or posting data, or take some time to watch the meet and/or get some refreshments.

### NOTE:

- **Team Areas:** Piedmont and Sudley may have the area around our rec pool for a team staging area.
  - Each team has space for 1 team tent inside the pool area.
    - All space in the playground and in the grassy areas to the left of the visiting team area is open to anyone and is first come first serve for tent space.
- **Coaches seating:** DV coaches will be seated at the near side of the pool, middle, closest to the clubhouse. PIED and SUD coaches will both be seated on the direct opposite side of the pool, dividing the allocated space in half. There is plenty of room for visiting coaches to set up tents.
- The **baby pool area** will be location for posting of results.
- **Apparel Tables:** PIED and SUD are welcome to set up Apparel Tables if requested, location to be determined.

## OTHER ITEMS

### BATHROOMS

It has rarely been an issue in the past, and we are sure it wouldn't be an issue, but please gently remind your kids to treat the bathrooms inside of the facility as if it was their own home. We raise this because the club is pretty tough on the swim team in regard to the care of the bathrooms during meets. It is the swim team's responsibility to clean them and in the past have been charged to clean it. Much appreciated!

### USE OF THE BABY AND SHALLOW POOL

Use of the shallow and baby pool is prohibited during swim meets. The club provides no life guard for this pool during the meet, hence, we must keep all children out of the pools.



## Dominion Valley Sharks Swim Team Contact Information

Please contact our PWSL Representative with any questions or issues.

<b>PWSL Rep.</b>	Matt Caputo Dominion Valley Sharks Swim Team <a href="mailto:rules@dvsharks.com">rules@dvsharks.com</a> and <a href="mailto:caputomatthew2820@gmail.com">caputomatthew2820@gmail.com</a>
<b>Volunteer Coordinator</b>	Jonna Thoma Dominion Valley Sharks Swim Team <a href="mailto:secretary@dvsharks.com">secretary@dvsharks.com</a>
<b>President</b>	Matt Fargo <a href="mailto:president@dvsharks.com">president@dvsharks.com</a>

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