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## KYLSC CHAMPIONSHIP MEET RULES

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## KENTUCKY SWIMMING CHAMPIONSHIP MEET RULES

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## KENTUCKY SWIMMING CHAMPIONSHIP MEET RULES

KYLSC shall hold the following Championship meets annually: Short Course Age Group, Short Course Senior, Long Course Age Group, Long Course Senior, and Open Water.

### I Age Group and Senior Championship Meets

#### 1 Championship Meet Structure

##### 1.1 Championship Meet Bid Process

The Kentucky Swimming Board of Directors shall determine the location and the host club for the Kentucky Swimming Championship meets with the approval of the House of Delegates.

Meet bids shall be taken and awarded on a two-year cycle.

Requests for bids will be emailed to all clubs. Any club in good standing may submit a bid to the KYLSC office by the published deadline.

Championship Meet venue bids to be considered shall be registered with the Kentucky Swimming Office via email or hard copy no later than two weeks prior to the House of Delegates for Short Course and Long Course Meets.

The board shall review, accept, and approve championship meet bid host clubs/venues. At the annual House of Delegates meeting, the BOD shall present to the HOD the board's selections for the short course and long course championship meets. The HOD shall vote on host clubs/venues for the seasons presented. *(added 10.11.2014)*

##### 1.2 Championship Meet Schedule

Kentucky Swimming Board of Directors will determine the championship meet schedule.

##### 1.3 Meet Format

Kentucky Swimming Board of Directors will determine the championship meet format.

##### 1.4 Meet Entry Fees and Surcharges

Kentucky Swimming surcharge, individual entry fees and relay fees shall be approved by the board of directors on an annual basis.

##### 1.5 Meet Information

Kentucky Swimming will

1. create and publish the meet information for each championship meet,
2. distribute the meet information to all KYLSC clubs,
3. post the meet information on the Kentucky Swimming website,

#### 2 Championship Meet Workers

##### 2.1 Officials

Meet Referee: The KYLSC Officials Chair will select the Meet Referee with the board's approval.

Administrative Official/Referee: The selected Meet Referee shall select the Administrative Official/Referee.

Other Meet Officials: The Officials Chair shall endorse the selection of deck referees, and starters.  
There is no approval of chief judges or stroke & turn.

##### 2.2 Other

The host club shall secure the following meet workers.

- \*Meet Director,
- Announcer,



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- computer operator,
- \*Timing Judge,
- awards table workers,
- head timer,
- \*\*safety marshals,
- scorers,
- and others as needed.

\*Must be USAS members.

\*\* Must take the USAS Meet Marshal Certification Test

### 2.3 Timers

- The host club will be responsible for 50% of the timers.
- All participating teams will be required to provide timers based on the number of swimmers entered in the meet per each session.

### 2.4 Protest Juries

Protests lodged during the meet shall be made to the Meet Referee in writing and will be handled in accordance with USA SWIMMING Rule: PROTESTS

## 3 Eligibility

### 3.1 Eligible Swimmer

The meet will be conducted in accordance with the current USA Swimming Rules and Regulations, and Kentucky Swimming Policy and Rule Handbook, except where rules therein are optional, and exceptions are stated herein.

1. All swimmers with a disability (SWADS) must satisfy the definition of a disability as outlined in the USA Swimming Rules and Regulations, Article 105.1.1.
2. An athlete may appeal and request approval for exigent circumstances to the board of directors. The board of directors may approve or decline the request.
3. Requests for approval of unattached athletes must be made a minimum of 10 days prior to the start of the meet.

### 3.2 Closed Competition

The Kentucky Swimming Championship Meets are closed KYLSC swim meets. Any KYLSC registered club or KYLSC-USA SWIMMING athlete member (in good standing) may participate provided that the athlete member(s) meets the event eligibility requirement for the given meet.

### 3.3 Age at Meet

The athlete's age at the meet shall be the age of the athlete on the 1<sup>st</sup> day of the 1<sup>st</sup> meet in the championship series.

### 3.4 Time Standards

Time standards shall determine individual event eligibility for all events at any championship meet. These time standards will be reviewed annually and will be published as:

1. Kentucky Swimming Short Course Yards, Long Course Meters, and Short Course Meters Championship Time Standards
2. USAS PARA SWIMMING Motivational Time Standards for an LSC will be used.

### 3.5 Individual Event Eligibility

Eligibility will be determined by the board on an annual basis and will be published in the championship meet announcements.



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### 3.6 Qualifying Period

Qualification for any individual event with a declared time standard determining eligibility for participation therein, will be determined by the athlete's best official time during the respective qualifying period:

Kentucky Swimming Short Course Championship - 1st day of the prior year's Southern Zone Eastern Sectional Spring Meet up and until the meet entry deadline.

Kentucky Swimming Long Course Championship - 1st day of the prior year's Southern Zone Eastern Sectional Summer Meet up and until the meet entry deadline.

## 4 Entries

### 4.1 Entry Limits

Each swimmer may enter 3 eligible Individual Events on each day of the meet. Relay limits will be determined by Technical Planning, approved by the board, and published in the meet announcement.

12 & Under: limited to 9 events total for the combined championship.

13 & Over: limited to 9 combined events for the combined championship.

Teams will be limited to 2 relays per relay event.

Swimmers can be aged up into an Open relay if they have not swum the maximum allowed relay events for the whole Age Group/Senior championship.

### 4.2 Seed Times

#### A. Kentucky Swimming Short Course Championship

1. The entered time should be the swimmer's best short course yards (SCY) time during the Qualifying Period, provided that the time meets or is faster than the SCY time standard for that event.
2. If the swimmer does not have a SCY qualifying time but is otherwise qualified to swim the event (e.g., has the LCM or SCM qualifying time), then the entered time should be the swimmers' best LCM or SCM time during the Qualifying Period that meets or is faster than the LCM or SCM time standard for the event.
3. Relay times should be entered in their best aggregate time.
4. Ranking will be in the following order: SCY – SCM – LCM
5. Bonus swims will be seeded last in the corresponding ranking order.

#### B. Kentucky Swimming Long Course Championship

1. The entered time should be the swimmer's best long course meter (LCM) time during the Qualifying Period, provided that the time meets or is faster than the LCM time standard for that event.
2. If the swimmer does not have a LCM qualifying time but is otherwise qualified to swim the event (e.g. has the SCY or SCM qualifying time), then the entered time should be the swimmer's best SCY or SCM time during the Qualifying Period that meets or is faster than the SCY or SCM time standard for the event. Relay times should be entered in their best aggregate time.
3. Relay times should be entered in their best aggregate time.
4. Ranking will be in the following order: LCM – SCM – SCY.
5. Bonus swims will be seeded last in the corresponding ranking order.

C. Swimmers with a Disability (SWADS) will be seeded in preliminary sessions with able-bodied athletes.

### 4.3 Electronic Entry

Entry format, procedures, and deadlines for individual, relays, and Swimmers with disabilities (SWADS) will be determined by Technical Planning, approved by the board, and published in the meet announcement.

### 4.4 Swimmers with a Disability (SWADS)

1. SWADS that require any accommodations or modifications, including the need for personal assistants and/or registered service animals, or preferences for seeding or lane placement, must provide advance notice in



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writing, accompanying their meet entry file, to the Meet Referee by the entry deadline.

2. Accommodation requests should be submitted on a "SWADS' Coach and Meet Referee Communication Form" provided in the meet announcement.
3. It is the responsibility of the swimmer, or his/her coach, to inform the Meet Referee of any disability related accommodations/modifications he/she may need to compete. This information must be given in advance of the meet by the entry deadline.
4. Failure to provide advance notice may limit the Meet Referee's ability to accommodate any requests.

### 4.5 Entry Deadline

Entry deadline will be determined by Technical Planning and published in the meet announcement.

### 4.6 Late Entries

1. Late entries shall be sent to the entry chair at [entries@kylsc.org](mailto:entries@kylsc.org).
2. Late entries or changes shall be sent within the body of an email including the following: Athlete's name, event, age group and entry time.
3. Provided that the entry has a provable entry time, any entry received after the Entry Deadline may be accepted up until the psych sheet is posted.
4. Any entries or changes submitted after the Entry Deadline (publication of the psych sheet), will be subject to a fine as described below.
  - a. Adding a swimmer - double the surcharge per athlete
  - b. Adding an event to a swimmer's entries - double the event splash fee for each additional individual event
  - c. Adding a relay - double the relay splash fee for each additional relay.
5. Late entries after the psych sheet are posted and up until the start of first warm-ups of the meet will be subject to availability at the discretion of the meet referee and will be assessed the late entry fee.
6. No heats will be added to add a late swimmer.
7. THERE WILL BE NO ENTRIES ACCEPTED AFTER THE COMMENCEMENT OF THE MEET, WHICH HAS BEEN DEFINED AS THE START OF THE WARM-UP ON THE FIRST DAY OF COMPETITION.
8. These procedures may be modified by Technical Planning, approved by the board, and published in the meet announcement.

### 4.7 Proof of Time

Results used to prove time must be USA-sanctioned, observed or approved competitions. Competition must take place during the qualifying period for the meet. Proof of seed time must be furnished at the entry chair's request.

### 4.8 Relays

Each relay must consist of at least two members who have achieved an individual championship standard and are entered into the meet in at least one individual event. Failure to comply will result in a \$50 fine and result in the relay disqualification.

Mixed Gender Relays must consist of two female and two male athletes.

A RELAY-ONLY ATHLETE MUST BE ENTERED IN AT LEAST ONE RELAY TO BE ENTERED IN THE MEET. The sole purpose of this requirement is to enter the relay-only athlete into the meet-file. If a swimmer competes in a relay and is not entered into the meet-file, the relay will be disqualified and a \$100 fine for each infraction will be billed to their team.

No swimmers will be added to the meet after the start of the meet.

To facilitate the running of the meet, coaches are REQUIRED to include relay names on their electronic entries. Coaches will still have the right to make changes up to the start of the race providing it meets the relay entry requirements.

### 4.9 Relay Time Standards

There are no time standards for relays.



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### 4.10 Bonus Events

Bonus Events  $\leq 200$  Y/M may be added for swimmers under the following conditions:

1. Eligible swimmers with one state cut are eligible for two bonus events. Swimmers must be entered in the event in which they achieved an eligible time.
2. Eligible swimmers with two state cuts are eligible for one bonus event.
3. Eligible swimmers with three state cuts or more are not eligible for bonus events.
4. A provable entry time is REQUIRED using a time from a USAS sanctioned, approved, or observed meet.

The availability of Bonus Events will be determined by Technical Planning, approved by the board, and published in the meet announcement.

## 5 Prelim & Timed-Finals Check-In (Scratching), Seeding and Failure to Compete

### 5.1 Check-in

POSITIVE CHECK-IN IS REQUIRED FOR INDIVIDUAL EVENTS  $\geq 400$  Y/M. Check-in sheets will be posted in a designated area and will be collected 30 minutes before each session.

Each swimmer is responsible for positively checking-in for individual events prior to the designated time. Initials of Athlete and/or coach signing in athlete will be required on the sign-in sheet. Swimmers are not entered in the event until they have checked in.

It is the coach's responsibility to make arrangements to check-in his/her athlete by the designated time.

### 5.2 Scratches

**Declared False Start** procedures for any preliminary or timed-final event not requiring positive check-in will be in accordance with USA Swimming Rule 101.1.3D. Swimmers may not declare a false start at finals per 207.11.6.D(1)

#### Using the Check-in Sheets:

- To scratch a swimmer from a Session: CLEARLY draw a line through the SWIMMER'S NAME and all events scratched.
- To scratch a swimmer from an event: CLEARLY draw a line through the SWIMMER'S NAME.

**To scratch a Relay:** Write "scratch" on the relay card and turn-in at the Administrative-table.

**Re-inserting Scratched Swimmer:** If a swimmer who has been scratched from a Preliminary or Timed-Final event shows up to compete, that swimmer should report to the Referee. At the sole discretion of the Referee, the swimmer may be allowed to compete. NO ADDITIONAL HEATS WILL BE ADDED.

**Re-inserting Scratched Relay:** If a relay that has been scratched from a Timed-Final event shows up to compete, that relay should report to the Referee. At the sole discretion of the Referee, the relay may be allowed to compete. NO ADDITIONAL HEATS WILL BE ADDED.

### 5.3 Failure to Compete

#### Preliminary or Time-Final Events

Swimmers entered in an individual preliminary or timed-final event that is *deck-seeded*, in whole or in part, who have checked in for that event, must swim in the event unless they notify the Referee before the seeding for that event has begun, that they wish to scratch. Failure to scratch prior to seeding and not swimming the event will result in the swimmer being barred from their next individual preliminary or timed-final event in which they are entered.

#### Finals

Failure to compete in finals will be done in accordance with USA Swimming Rulebook 207.11.D with the following exception: Any swimmer qualifying for a bonus, consolation, or championship final race in an individual event who fails to compete in said race shall be barred from his/her next individual preliminary or timed-final event in which they are entered.



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### Failure to Appear for Last Scheduled Event

The club of any athlete or relay failing to appear for the final of a Timed-Final Event or Preliminary/Final Event at a Kentucky Swimming State Championship Meet, who has failed to scratch from the event prior to the scratch deadline, on the athlete's or relay's last scheduled day of participation in the meet shall be fined \$25.

### Exceptions

Exceptions for failure to compete will be in accordance with USA Swimming Rule 201.11.E

## 6 Scoring and Awards

### 6.1 Scoring

Individual Events	16 places – 20-17-16-15-14-13-12-11-9-7-6-5-4-3-2-1
Relay Events	16 places – 40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2

Points will not be awarded for any result unless that result meets or exceeds the Qualifying Time for the event.

Swimmers with a disability (SWADS) qualifying for finals may have a separate single championship heat at finals that will be contested either prior to, or after, the able-bodied championship heat at the Meet Referee's discretion. SWADS events will be scored as described above.

### 6.2 Awards

Regardless of the time achieved, awards will be presented as follows:

- Championship Medals for 1<sup>st</sup> through 8<sup>th</sup> place (individual and relay events)
- Championship Ribbons for 9<sup>th</sup> through 16<sup>th</sup> place
- High Point Awards to the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place for female and male individual in each age-group.
- 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> overall combined team score awards for Age-Group and Senior Championship meets.
- For the Long Course Championship, the 1<sup>st</sup> place team receives a traveling trophy.

The procedure for the awards presentation will be announced at the coaches' meeting.

## 7 Time Trials

Time Trials will be held at the discretion of the Meet Referee.

Time Trials will be conducted on a time available basis for swimmers participating in the meet.

A swimmer MUST BE ENTERED IN AN INDIVIDUAL EVENT to be eligible to participate in a Time Trial.

### 7.1 Time Trials Schedule

Time Trials shall be swum in the order listed under Order of Events as follows:

Friday:	Friday's events, followed by Saturday's events, followed by Sunday's events.
Saturday:	Saturday's events, followed by Sunday's events, followed by Friday's events.
Sunday:	Sunday's events, followed by Friday's events, followed by Saturday's events.

### 7.2 Time Trial Entry Limits

A swimmer is limited to a maximum of two (2) Time Trial Events during the Championship Meet. A time trial event is in, and not in addition to, the entry limits stated above in accordance with USA Swimming Rule 102.2 GENERAL RULES.

### 7.3 Time Trial Entry Fees

Athletes or coaches interested in a time trial must report to the Administrative Referee/Official and complete a Time Trial Form to be submitted to the official designated at the coaches meeting.

The Time Trial Entry Fee is \$20 per event, payable to the host club when the Time Trial is declared.

The deadline for time trial entries will be published in the meet announcement.





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### 8 Host Club Responsibilities

Clubs who have agreed to act as host club for any Kentucky Swimming Championship Meet commit to the following responsibilities and obligations:

#### 8.1 Pre-meet

1. pay all facility charges,
2. provide all meet operations furnishings and equipment,
3. provide all facility and venue set-up, clean-up, and take-down-personnel,
4. provide hospitality for officials and coaches,
5. provide concessions for spectators.

#### 8.2 Post-meet

1. submit meet backup and results file to Kentucky Swimming, and
2. pay all surcharges and event fees as set by the BOD for Championship Meets to Kentucky Swimming.

Payment must be received by the KYLSC office within 30 days after the conclusion of the meet. A fine of \$100 will be charged if payment is not received within the allotted time frame.

#### 8.3 Revenue

Host club shall:

1. collect all entry fees, surcharges, late fees, fines, and other appropriate charges from participating clubs,
2. retain balance of entry fees,
3. retain sponsorship and advertising revenues (except sponsors of Kentucky Swimming),
4. retain all gate and heat-sheet revenues, and
5. retain all concession revenues,
6. file the Meet Director's Financial Report Form posted on the KYLSC website under Championship Meet Forms for collections and disbursements in connection with the sanctioned event.

Kentucky Swimming agrees to the following:

1. Select and pay for all awards to be given out at the meet including medals, ribbons, plaques, and trophies.

*Kentucky Swimming reserves the exclusive right to contract with a swim shop and t-shirt vendor at all Kentucky Swimming Championship meets.*

## II. Open Water Championship Meets

Kentucky Swimming Open Water Championship meet is in development. This meet shall be run in accordance with USA Swimming CONDUCT AND OFFICIATING OF ALL SWIMMING COMPETITIONS for Open Water. Meet Structure, Workers, Eligibility, Entries, Check-in and Scratch Procedures, and Host Club Responsibilities will be determined by Open Water meet Committees, approved by the board, and published in the meet announcement.

Kentucky Open Water Championship meet is an open meet allowing athletes from outside LSCs to participate.

Scoring will be as described above for KYLSC Teams/athletes, only.

Awards will be for KYLSC teams/athletes, only. No KYLSC awards will be given to teams/athletes outside of Kentucky Swimming.

Medals for 1<sup>st</sup> – 8<sup>th</sup> place for each gender of each age group.

Trophies for 1<sup>st</sup> – 3<sup>rd</sup> women's and men's teams