

Mantaray Swim Club
Swim Meet Registration Policy
Created by Alex Lerma 11/10/22
Revised by Alex Lerma 12/08/22

Swim meets are a commodity either provided by Mantaray Swim Club or by another Hosting team.

Swim meets are intended to test swimmers capabilities in various events, achieve better times, and achieve success in different ways.

Additionally there is planning that takes place to make these achievements happen.

The decision to host a meet is made by the Board/Coaching staff and followed through by the club and its volunteers.

The decision to attend a meet is made Primarily by the Coaching Staff with the aid of the Board.

In turn when it is time to post meets there are specific protocols we must all follow in order to run a smooth registration process and sending of entries to host teams.

In Turn, it is the responsibility of the Coaching Staff to; provide meets to attend, inform the swimmers and parents of any meet we plan on attending, whether it be planned in advance or short notice meets.

Additionally if parents and or swimmers wish to attend meets on their own there are rules and regulations to follow as per USA swimming guidelines.

Below is our Policy and procedures for Swim Meet Registration. This has been the way the coaches have been operating but some changes have been made so that registration can be run smoothly with the addition of policies to keep Swimmers, Parents, Coaches informed and in check.

There are three different classifications of Meet Planning

1. Pre-Planned meet
2. Short Notice Meet
3. Solo Meet

Pre-Planned Meets:

Pre-Planned meets are ones that are posted on the South Texas Swimming Website and are chosen by the MSC Coaching Staff and Board months in advance. This pertains to meets MSC plans to host or attend. These meets are chosen during a monthly board meeting and uploaded to the MSC website no later than one business week from the date of the Board meeting.

Short Notice Meet:

Short notice meets are ones that are posted on the South Texas Swimming Website and are chosen primarily by the Coaching staff. These meets are chosen usually within a month in advance and are usually hosted locally. Once the Coaching staff gains approval from the board to attend the meet, the meet is posted on the website as soon as possible.

Solo Meet:

Solo meets are ones that are posted on the South Texas Swimming Website and are either meets that coaches can not attend due to low attendance or presented to the club by a parent who wishes to attend a meet we are not attending as a team.

Planned Meet Policy:

1. Once meet is posted by MSC, a posted date of the meet will be labeled in the description box of the Meet also with an indicator stating it was a planned meet
 - Example: (Planned Meet / Posted on: mm/dd/yy)
2. Emails will be sent out to inform Members to participate along with any changes, special information and or cancelation of the meet.
3. Coaches are required to notify their swimmers of any meet they can attend depending on whether the meet is; unclassified or qualification only.
4. Entry Open Date: All Swim meets have dates when they open up for teams to send in their teams entries.
 - If MSC reaches 5 swimmer entries between Entry Open Date and Entry Deadline Date, the MSC Swim Team Director will send that batch of entries to the Host Team to secure entry into the meet.
 - Meets can fill up quickly if they are popular.
 - Each day after, when a swimmer(s) signs up prior to the MSC Deadline, a new entry batch will be sent to the host team.
5. Parents and or swimmers must have their entries in prior to the MSC Deadline
6. MSC Deadline: The last day MSC accepts entries for the meet intended to attend.
 - Note: This date is set so the MSC Swim Team Director has time prior to the Host Team Deadline to make corrections to the entry list if needed.
 - MSC Deadline is usually 1-2 days prior to the Host Team Deadline, that is posted on meet info or on South Texas Swimming Website.
7. Host Team Deadline: The last day the host team accepts entries for the meet intended to attend.
8. No entries will be accepted after MSC Deadline
 - Note: There will be no leniency for late entries for the fact that the meet was labeled as planned, Meet was presented with appropriate amount of time to plan to attend meet.

Short Notice Meet Policy:

1. Once meet is posted by MSC, a posted date of the meet will be labeled in the description box of the Meet also with an indicator stating it was a Short Notice meet
 - Example: (Short Notice Meet / Posted on: mm/dd/yy)
2. Emails will be sent out to inform Members to participate along with any changes, special information and or cancelation of the meet.
3. Coaches are required to notify their swimmers of any meet they can attend depending on whether the meet is; unclassified or qualification only.
4. Parents and or swimmers must have their entries chosen prior to the MSC Deadline
5. MSC Deadline: The last day MSC accepts entries for the meet intended to attend.
 - Note: This date is set so the MSC Swim Team Director has time prior to the Host Team Deadline to make corrections to the entry list if needed.
 - MSC Deadline is usually 1 day prior to the Host Team Deadline, that is posted on meet info or on South Texas Swimming Website.
6. Host Team Deadline: The last day the host team accepts entries for the meet intended to attend.
7. No entries will be accepted after the Host Team Deadline
 - Note: Entries after MSC Deadline may be taken on a case by case basis.

Solo Attendance Meets:

1. In the case that the Pre-Planned Meet or Short Notice Meet did not obtain 5 or more Swimmers in attendance but Parents and or Swimmers still wish to attend.
2. Once meet is posted by MSC, a posted date of the meet will be labeled in the description box of the Meet also with an indicator stating it is, or now is a solo meet
 - Example: (Solo Meet / Posted on: mm/dd/yy)
3. Emails will be sent out to inform Members who are participating with any changes, special information and or cancelation of the meet.
4. Parents and or swimmers must have their entries chosen prior to the MSC Deadline
5. MSC Deadline: The last day MSC accepts entries for the meet intended to attend.
 - Note: This date is set so the MSC Swim Team Director has time prior to the Host Team Deadline to make corrections to the entry list if needed.
 - MSC Deadline is usually 1 day prior to the Host Team Deadline, that is posted on meet info or on South Texas Swimming Website.
6. Host Team Deadline: The last day the host team accepts entries for the meet intended to attend.
7. No entries will be accepted after the Host Team Deadline
 - Note: Entries after MSC Deadline may be taken on a case by case basis.
8. If a parent or swimmer presents a swim meet to MSC that they wish to go to on their own and is requesting entries be sent.
 - Meet must be presented 1 week prior to the host team opening the meet up for entry registration.
 - Parents, Swimmer and Swim Team Director must keep in contact with the meet host and any information being passed out in preparation and operation of the meet.
 - Parents and or swimmer is responsible for scratching from events not wanting to compete in, on the day of the meet or during an immediate session to avoid fines from USA Swimming. Note: If failure to do so, Parent and or swimmer will be responsible for paying the fine.
 - Parents and or swimmer will be responsible for retrieving any awards given.