

# Manta Rays Hosted Meets Announcement

## DECEMBER 2023 INVITATIONAL

### About the Meet

**Date:** Saturday, December 2<sup>nd</sup>, 2023

**Location:** Carver Swim Center at Muscatine High School

2705 Cedar Street Muscatine, IA 52761

**Visiting Team Entry Deadline:** **Wednesday, November 29<sup>th</sup> by 12 pm (Noon)**

**Manta Rays Entry Deadline:** **Wednesday, November 22<sup>nd</sup> by 7 pm**

**Hosted by:** Manta Rays Swim Team

**Meet Director:** Jocelyn Paxton

**Website:** <https://www.teamunify.com/team/ymca-2205/page/hosted-meets>

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### ABOUT THE MEET

This meet is a closed, inter-association 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 not sanctioned.

**ADJUSTMENTS TO THE MEET ANNOUNCEMENTS:** The Meet host 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 or due to unforeseen issues of weather or facility problems. Changes will be communicated as far in advance as possible.

**MEET TIMELINE:** Warm-up and start times for all sessions are subject to change depending on the final entry count.

**Facility Opens:** 7:30 am

**Warm-ups (see assignments below):** 8:00-9:15 am

**Scratch Deadline:** 8:30 am to Computer Station

**Officials Meeting:** 8:30 am-Pool Office

**Timer Meeting:** 8:45 am-Pool Office

**National Anthem:** 9:25 am

**Meet Begins:** 9:30 am

Warm-Up Assignments **(subject to change based on entries):**

**8:00-8:20 am: Muscatine**

8:00-8:15: Feet First Entry, circle swims ALL LANES

8:15-8:20: Sprint/Starts ALL LANES

**8:25-8:45 am: TBD**

8:25-8:40: Feet First Entry, circle swims ALL LANES

8:40-8:45: Sprint/Starts ALL LANES

**8:50-9:10 am: TBD**

8:50-9:05: Feet First Entry, circle swims ALL LANES

9:05-9:10: Sprint/Starts ALL LANES

**INCLEMENT WEATHER/CANCELTION:** In the event of dangerous weather, the committee will convene to determine a course of action for the meet. This information will be communicated to coaches via email.

### LOCATION AND FACILITY

**Location:** Carver Swim Center at Muscatine High School

2705 Cedar Street Muscatine, IA 52761

**Emergency Phone Number:** 563.263.9996 (Muscatine Community YMCA)

Carver Swim Center is configured as a 6 lane, 25-yard course. Water depth at start is 12 feet (minimum 5 feet required) and at turn end is 4 feet. IST electronic timing system will be used in conjunction with Meet Manager. The competition course has been certified in accordance with 104.2.2C (4). Spectator seating is located inside the pool area.

### WEB SITE

**Manta Rays Team Website:** <https://www.teamunify.com/team/ymca-2205/page/hosted-meets>

**Iowa YMCA Competitive Swimming & Diving Website:** [www.iowaymcaswimming.org](http://www.iowaymcaswimming.org)



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### CONTACT INFORMATION

**Meet Director:** Jocelyn Paxton/jpaxton@muscatiney.org/563.263.9996

**Entry Chairperson:** Jocelyn Paxton/jpaxton@muscatiney.org

**Meet Referee:** Justin Allison/muscatineswimclub@gmail.com

**Administrative Official:** Charity Erwin & Jeff Lussman/muscatineswimclub@gmail.com

**Officials Coordinator:** Mandy Hunter: mscjacs@gmail.com

### 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 30 days prior to the first day of the meet.

**Amateur Status:** An athlete may not have represented a college, university or other post-high school institution in any competition and may not have accepted pay or compensation for competing as a swimmer.

**Age:** Athlete age will be determined as of Dec 1 of the competition year. Athletes can be no older than 21 years of age.

#### COACH

**Teams without A Coach at the Meet:** All athletes and teams must have at least one certified and credentialed YMCA coach designated as being responsible for their supervision during competition. When a YMCA team will not have a coach present, that YMCA may authorize an eligible coach from another YMCA attending the meet to be responsible for their athletes at the meet. The Meet Director and Meet Referee must be notified of this situation.

### VOLUNTEERS/OFFICIALS/TIMERS

#### EACH TEAM WILL BE ASKED TO PROVIDE TIMERS & OFFICIALS

**OFFICIALS:** Each visiting team will be asked to provide any officials that are willing to assist. If you have more available officials willing to work during the meet we would appreciate the additional assistance.

**TIMERS:** Each team will be required to provide a minimum of two (2) timers for their assigned lane(s) for the entire meet. You may coordinate your own schedule for the day but you must submit your schedule and provide a minimum of two (2) people in your lane at all times. All timers should attend the scheduled Timer's meeting.

**SIGN-UP PROCEDURE:** Please submit your list of timers and officials with your entries by email no later than the entries deadline to [jpaxton@muscatiney.org](mailto:jpaxton@muscatiney.org)

Please include the names of your timers and officials (and their certification level).

**ATTIRE:** For officials, the attire is white shirts and navy blue shorts/pants.



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### ENTRY INFORMATION

**ENTRY LIMITS:** Each swimmer may enter a total maximum of five (5)

**INDIVIDUAL EVENTS:** Swimmers may swim up to but shall not exceed three (3) individual events

**RELAY EVENTS:** Swimmers may participate in a maximum of but shall not exceed three (3) relays and may not swim the same relay event twice.

**EXHIBITION EVENT:** The 1000-yard Freestyle will be offered at the conclusion of the 200 Free Relays for ages 11 & up. All swimmers that wish to participate in the 1000 FR should be marked as exhibition in the electronic entry file so the event will not count toward their entry limits.

### ENTRY DEADLINE:

- **Manta Rays Registration Deadline: Wednesday, November 22<sup>nd</sup> by 7 pm**
- **Visiting Teams Entry Deadline: Wednesday, November 29<sup>th</sup> by NOON**
- No Late entries will be accepted. Deck Entries will not be accepted.

### ENTRY PROCEDURES:

#### Manta Ray Athletes & Parents:

Log into your TU account (team website) or access your account through the mobile app. Select "Edit Commitment" and select the response for your athlete's participation (yes/no).

Don't forget to also sign up for "Home Meet Job", by selecting the green "Job Sign-Up" button.

If your athlete(s) wish to participate in a home meet, someone from your family MUST work a job. The job sign up button confirms you understand this and allows you to communicate requests, restrictions, etc... by the meet registration deadline. Requests cannot be guaranteed, but our volunteers will do their best to accommodate.

#### Visiting Teams:

Please use the meet file posted on the Manta Rays Team Website (under the HOSTED MEETS tab) to complete your teams' entries.

Please email your entry files to Jocelyn Paxton at [jpaxton@muscatiney.org](mailto:jpaxton@muscatiney.org)

When you email your team entries, please include:

- Zip(SD3 or CL2) file of entries
- PDF of your team entries

All of the YMCA Swim Meets held at Carver Swim Center hosted by the Manta Rays Swim Team will be pre-seeded.

### CHECK-IN PROCEDURES: MANTA RAY ATHLETES AND PARENTS

**ATHLETE CHECK-IN PROCEDURE:** All Manta Rays athletes should check in upon arrival. Check in will be located in front of the cafeteria in the foyer.

**WORKING PARENTS CHECK-IN PROCEDURE:** All parents working a job at the meet should check in with the Job Coordinator upon arrival (regardless of which job you are assigned). Check in for parents working will be in the pool area in front of the pool office. You will be issued a job specific lanyard that should be worn while working and returned upon conclusion of the meet/job.

**EVENT CHECK-IN:** Staging/Ready Benches will be located in the athlete entrance and in the last section of bleachers on the pool deck. Swimmers should report to staging for their events when their event numbers are posted (event numbers will be posted in all team camp areas and the pool area). Volunteers working the



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Ready Benches are not responsible for "missed events". Parents are not allowed in Ready Bench areas without authorization from the Meet Director.

**OFFICIALS AND TIMERS MEETING:** Officials Meeting will take place at 8:30 am in the Pool Office foyer. Timers' meeting will take place at 8:45 am in the Pool Office Foyer.

### MEET PROCEDURES AND OPERATIONS

**RULES:** The meet will run under Rules That Govern YMCA Competitive Sports, Swimming Addendum to the Rules That Govern YMCA Competitive Sports, USA-S Technical Rules.

**MEET FORMAT:** The meet will be swum using a timed finals format. Swimmer's age will be determined as of December 1.

**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.

**NO SHOW:** An athlete who is seeded in an event and fails to compete (i.e., a "no show") shall not compete in any further individual or relay events unless the athlete and/or coach declares an intent to swim to the Administrative Referee prior to the next scheduled event for the athlete.

**WARM-UP SAFETY PROCEDURES:** Teams will be assigned lanes for warm-ups.

During designated warm up sessions, athletes may only enter the competition pools 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 gently, with one hand on the wall. The exception is during specific warm up periods when sprint lanes are designated for practicing racing starts.

Coaches are responsible for the safety of their athletes and are expected to monitor them at all times during warm up sessions.

**STARTS:** 'Fly-over' starts will be used at this meet. All swimmers (except for Backstroke events & 8u 25-yard events) should remain in the water at the completion of their race until the next heat has begun. Relay swimmers are reminded to exit the water immediately after swimming their leg of the race so they do not trigger touch pads for the next leg.

**RESULTS:** Any results displayed on the scoreboard are unofficial until final results are published. Results will be posted in the hallway outside the spectator entrance and to the Meet Mobile app as often as possible.

**PROTEST PROCEDURE:** Protests may only be initiated by a person with standing, that is, a coach or YMCA supervisor whose team is competing in the meet. The Meet Committee will arbitrate protests, eligibility issues, safety rules and other issues.

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 Director and/or Meet Referee reserves the right to dismiss any swimmer, coach and/or spectator from the competition due to inappropriate conduct

- Designated areas are limited to only coaches, swimmers, meet personnel and working officials. Lanyards will be required.



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- Except where the venue facilities require otherwise, changing, into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is 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.
- Glass, Food, and Chairs are not permitted 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.
- **No Flash Photography allowed at the start of competition races.**
- **Photographs and videos are not allowed to be taken behind the block during competition.**
- Massage tables are not permitted.
- 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.
- Swimmers are not permitted to "camp" in the spectator stands.
- Shaving is not permitted in any areas of the facility.
- Swimming behind or under the bulkhead is strictly prohibited with the exception of swimmers that have competed in long distance events (400 yards or more). Those swimmers will be allowed to "cool down" briefly following their race behind the bulkhead with permission from their coach, meet director/referee. "Warming-up" in the bulkhead area is not allowed.
- Please see map for restricted/off limit areas.

### AWARDS AND RECOGNITION

**AWARDS:** Ribbons will be awarded for places 1-8. 8 & under swimmers will receive a participation ribbon after 8<sup>th</sup> place for completed events.

**RESULTS:** Results will be posted in the hallway outside the spectator entrance to the pool as events are completed and scored and published to Meet Mobile as often as possible. Final results will be posted to the Manta Rays Swim Team website and the Iowa YMCA Swimming Website following the meet.

### SPECTATORS

**HEAT SHEETS/PROGRAMS:** Programs will be available for sale at the pool entrance.

**CONCESSION STAND:** Concessions will be available in the foyer between the cafeteria and commons.

**SEAT SAVING POLICY:** "Seat Saving" will not be permitted in spectator seating area. Athletes are not permitted to "camp" in spectator seating areas.

#### CONDUCT AND RESTRICTIONS:

- No Flash Photography at the start of competition races.
- No personal chairs are allowed in the spectator area
- Parents are responsible for the conduct of their children. Children are not allowed to roam the facility unattended.
- 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 in restricted areas.
- No smoking, drugs, or alcohol are permitted on the Muscatine High School campus or in the facility.

#### TEAM CAMP AREAS

- Camp Areas will be located in the Cafeteria, Commons and/or Upper Gym. Spaces will be assigned



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after entries have been received.

- Each team will have a designated area to “camp” themselves and their belongings, each team is asked to stay within your designated area.
- Coolers, duffle bags, coats, chairs, etc...please do not bring these items into the pool area.
- Each team is responsible to keep their designated area clean and must be free of trash and debris before teams can pick up their awards. We recommend each team should have a minimum of two adults to supervise their designated area at all times.
- Restrooms are located in the foyer in front of the cafeteria (see map).
- Spectator seating is located on the pool deck in the bleachers. **The bleachers in the pool area are not CAMP areas.**
- Please keep all food and drink in designated areas only.
- **All other areas of Muscatine High School are STRICTLY OFF LIMITS, including but not limited to: the main Gym, Girls upper Gym, the Science Wing stairs.**
- Parking is available in the lot on the North-East side of the pool.
- The Manta Rays Swim Team is not responsible for lost, stolen or misplaced items.
- No glass bottles or containers will be allowed in the pool area.

### SAFETY AND EMERGENCY PROCEDURES

**EMERGENCIES:** Designated personnel will handle all emergencies at the meet. These individuals will provide CPR and first aid as needed and will ensure that individuals with serious injuries are transported immediately to the nearest hospital for further treatment. Defibrillators will be on site.

Any coach, athlete or official who recognizes an emergency situation should immediately inform the facility’s personnel and then make sure the vicinity of the emergency is clear for the emergency personnel to do their job.

**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:** 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.

**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.

**EVACUATION PROCEDURE:** Please proceed to an emergency exit at the direction of the facility staff. In all other emergency situations the lifeguard is in charge.



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### **DIRECTIONS**

From HWY 61, turn onto Cedar Street. Travel approximately 1 mile. Muscatine High School is on the left. Turn into campus, swimming pool is located on the NW side of the school.

### **PARKING**

Parking available in the lot on the North-East side of the pool.





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### APPENDIX 1: ORDER OF EVENTS & QUALIFYING TIMES

#### Iowa YMCA Swimming Qualification Times & Order of Events

(VALID THROUGH THE 2023/2024 SEASON)

GIRLS STANDARD	#	AGE GROUP	EVENT DESCRIPTION	#	BOYS STANDARD
5:48.00	1	11 - 12	400Y Individual Medley	2	5:54:00
5:44.50	3	13 - 21	400Y Individual Medley	4	5:51.00
31.00	5	13 - 21	50Y Butterfly	6	29.00
2:55.00	7	9 - 10	200Y Freestyle	8	2:55.00
2:30.00	9	11 - 12	200Y Freestyle	10	2:32.00
2:20.00	11	13 - 14	200Y Freestyle	12	2:16.00
2:19.00	13	15 - 21	200Y Freestyle	14	2:10.00
1:40.00	15	8 U	100Y Medley Relay	16	1:51.00
2:47.00	17	9 - 10	200Y Medley Relay	18	2:52.00
2:26.00	19	11 - 12	200Y Medley Relay	20	2:36.00
2:19.00	21	13 - 14	200Y Medley Relay	22	2:28.00
2:18.00	23	15 - 21	200Y Medley Relay	25	2:25.00
18.75	25	8 U	25Y Freestyle	26	18.75
35.00	27	9 - 10	50Y Freestyle	28	35.00
30.50	29	11 - 12	50Y Freestyle	30	30.75
28.50	31	13 - 14	50Y Freestyle	32	27.00
28.50	33	15 - 21	50Y Freestyle	34	27.00
1:54.00	35	8 U	100Y Individual Medley	36	1:55.00
1:30.00	37	9 - 10	100Y Individual Medley	38	1:30.00
1:17.00	39	11 - 12	100Y Individual Medley	40	1:21.00
50.00	41	8 U	50Y Backstroke	42	51.00
1:31.00	43	9 - 10	100Y Backstroke	44	1:35.00
1:18.50	45	11 - 12	100Y Backstroke	46	1:22.00
1:13.50	47	13 - 14	100Y Backstroke	48	1:13.50
1:13.00	49	15 - 21	100Y Backstroke	50	1:13.00
3:11.25	51	11 - 12	200Y Breaststroke	52	3:13.00
3:01.00	53	13 - 21	200Y Breaststroke	54	2:59.00
23.25	55	8 U	25Y Butterfly	56	24.25
40.50	57	9 - 10	50Y Butterfly	58	43.50
34.50	59	11 - 12	50Y Butterfly	60	37.50
4:20.00	61	12 - 21	400Y Freestyle Relay	62	4:12.00



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### Iowa YMCA Swimming Qualification Times & Order of Events

(VALID THROUGH THE 2023/2024 SEASON)

<b>GIRLS STANDARD</b>	<b>#</b>	<b>AGE GROUP</b>	<b>EVENT DESCRIPTION</b>	<b>#</b>	<b>BOYS STANDARD</b>
1:21.00	63	11 - 12	100Y Butterfly	64	1:20.00
1:13.00	65	13 - 21	100Y Butterfly	66	1:11.00
2:52.00	67	11 - 12	200 Backstroke	68	2:52.00
2:39.00	69	13 - 21	200Y Backstroke	70	2:42.00
26.50	71	8 U	25Y Breaststroke	72	27.25
46.50	73	9 - 10	50Y Breaststroke	74	47.50
39.75	75	11 - 12	50Y Breaststroke	76	41.75
37.00	77	13 - 21	50Y Breaststroke	78	36.00
43.00	79	8 U	50Y Freestyle	80	43.00
1:20.00	81	9 - 10	100Y Freestyle	82	1:18.75
1:07.00	83	11 - 12	100Y Freestyle	84	1:10.00
1:04.00	85	13 - 14	100Y Freestyle	86	1:00.50
1:03.00	87	15 - 21	100Y Freestyle	88	1:00.00
2:51.00	89	11 - 12	200Y Individual Medley	90	2:52.00
2:38.00	91	13 - 21	200Y Individual Medley	92	2:39.00
58.50	93	8 U	50Y Breaststroke	94	1:01.50
1:42.00	95	9 - 10	100Y Breaststroke	96	1:45.00
1:28.00	97	11 - 12	100Y Breaststroke	98	1:33.00
1:25.00	99	13 - 14	100Y Breaststroke	100	1:20.00
1:24.00	101	15 - 21	100Y Breaststroke	102	1:19.00
2:58.00	103	11 - 12	200Y Butterfly	104	2:50.00
2:41.00	105	13 - 21	200Y Butterfly	106	2:41.00
22.75	107	8 U	25Y Backstroke	108	22.75
41.00	109	9 - 10	50Y Backstroke	110	42.00
36.25	111	11 - 12	50Y Backstroke	112	37.50
32.00	113	13 - 21	50Y Backstroke	114	30.00
6:41.00	115	11 - 12	500Y Freestyle	116	6:36.50
6:20.00	117	13 - 21	500Y Freestyle	118	6:20.00
1:30.00	119	8 U	100Y Freestyle Relay	120	1:30.00
2:30.00	121	9 - 10	200Y Freestyle Relay	122	2:34.50
2:10.00	123	11 - 12	200Y Freestyle Relay	124	2:16.00
2:03.00	125	13 - 14	200Y Freestyle Relay	126	2:03.00
2:02.00	127	15 - 21	200Y Freestyle Relay	128	2:02.00

**THIS IS THE LAST PAGE OF THE MEET ANNOUNCEMENT**