

# 2012 EASTERN ZONE SHORT COURSE SWIMMING CHAMPIONSHIPS

March 29, 30, & 31, 2012

**SPONSOR/HOST:** USA Swimming, Inc. and Fairport Swimming, Inc. (FAST), Fairport, NY

**SANCTION:** Niagara Swimming, Inc. Sanction #NI 1112-097S

**LOCATION:** Webster Aquatic Center  
875 Ridge Road (Rt. 404) Webster-Schroeder High School  
Webster, New York 14580

**FACILITIES:** The Webster Aquatic Center will be configured with one Twenty-Five (25) yard, ten-lane (10) indoor course, with continuous flow-through gutters, and non-turbulent lane dividers for this competition. Colorado Electronic Timing System, OMEGA touch pads, horn start and 10-lane scoreboard readout will be used. One 25-yard, six lane pool for continuous warm-up and warm-down will be adjacent to the competition course. The competition course has been certified in accordance with 104.2.2C(4) of the USA Swimming Rules and Regulations. A copy of this certification is on file with USA Swimming. Water depth spanning 1-5 meters away from both the start and turn ends of the competition course ranges from 6'8" to 7'6".

<b>MEET DIRECTORS:</b>		<b>MEET REFEREE:</b>
Deborah Burke 7 Columbia Court Fairport, NY 14450 <a href="mailto:Dburke1@rochester.rr.com">Dburke1@rochester.rr.com</a> (585) 356-4923	Marci Callan 17 Clinton Place Fairport, NY 14450 <a href="mailto:mcallan@fairport.org">mcallan@fairport.org</a> (585) 451-2100	Pete Koenig 57 Bent Oak Trail Fairport, NY 14450 pkkoenig57@gmail.com (585) 732-9711

**RULES:** This meet will be governed by USA Swimming Inc. rules.

**EVENT ORDER:** The meet will be conducted in accordance with the included Schedule of Events.

**INDIVIDUAL EVENTS:** All 11 & over events are Prelims and Finals (except for the 1000 & 1650 freestyle events & the 11-12 500 Free which are timed finals). All 11 & Over Prelim/Final events will have one heat of ten finalists in the evening session. All timed final distance freestyle heats will be swum in the morning session (except as noted below), fastest to slowest, alternating female/male heats. This includes the 11-12 500, 13 & Over Men's 1000, and the 13 & Over Women's 1650 freestyle. The top 10 seeded swimmers in the 13-14 & 15-18 Women's 1000, and the 13-14 & 15-18 Men's 1650 freestyle events will swim in the finals session.

All 10 & Under events are Timed Final Events and will be swum in the afternoon session.

**RELAYS:** All Relays are timed finals. All heats of the 11 and over Relays will be swum during the Evening Finals session. All heats of the 10 & Under relays will be swum in the afternoon session.

**STARTING TIMES:** *All Days*

- **11 & Over Prelims:** Warm-up 7:30 AM Start 9:00 AM
- **10 & Under Timed Finals**  
Thursday - Warm-up 12:30pm, Start 1:30. Friday-Warm-up 12:15, Start 1:20. Saturday - Warm-up 1:15, Start 2:15.
- **Evening Finals:** Warm-up 4:00 PM Start 5:00 PM

- **Note that Session Warm-ups and Start times for the 10 & Under Timed Finals and the Finals Sessions could change based on timelines. Changes will be forwarded to Team Managers if necessary.**

**ENTRY ELIGIBILITY:**

Each swimmer must be a 2012 USA Swimming year-round registered athlete with the LSC which they are representing. Athletes with seasonal athlete memberships are not eligible. Each swimmer must be entered by the LSC prior to the entry deadline. Competition is restricted to Eastern Zone LSCs. Some exclusionary criteria apply – see below.

**EXCLUSIONARY CRITERIA FOR ELIGIBILITY  
2012 EASTERN ZONE MAXIMUM QUALIFYING TIMES FOR ZONE MEETS**

Athletes who have competed in an individual event at the USA Swimming National Championship, the USA Swimming Spring Championships, U.S. Open, the USA Swimming Junior Championships or a USA Swimming Trials Class meet are not eligible to enter and compete at the Eastern Zone Age Group Championship meet. Athletes 13 years of age and over who have achieved a qualifying time in an individual event for any of the above meets prior to the entry deadline for the Eastern Zone Championship meet may not enter/compete in the Eastern Zone Championship meet. 12 and Under Swimmers may not enter the zone meet if they have participated in an individual event in any of the below meets, USA Swimming Nationals, or a Trials Class Meet. The applicable cut times, which are exclusionary criteria for the meet, are included below for reference.

WOMEN			EVENT	MEN		
SCY	LCM	SCM		SCM	LCM	SCY
23.59	26.89	26.29	50 FREESTYLE	23.49	24.29	21.09
51.19	58.19	56.79	100 FREESTYLE	51.09	52.59	45.89
1:50.09	2:05.49	2:02.19	200 FREESTYLE	1:52.09	1:55.49	1:40.69
4:52.99	4:23.79	4:14.09	400/500 FREESTYLE	3:56.79	4:05.19	4:33.69
10:05.59	9:03.49	8:50.09	800/1000 FREESTYLE	8:19.19	8:27.89	9:27.49
16:48.49	17:20.49	16:44.89	1500/1650 FREESTYLE	15:51.49	16:14.29	15:51.49
57.09	1:04.99	1:03.09	100 BACKSTROKE	55.99	:59.39	51.39
2:02.19	2:19.49	2:16.29	200 BACKSTROKE	2:01.99	2:08.19	1:51.39
1:04.29	1:13.89	1:11.29	100 BREASTSTROKE	1:04.49	1:06.69	57.89
2:19.39	2:39.49	2:34.99	200 BREASTSTROKE	2:18.09	2:24.49	2:06.29
56.29	1:02.99	1:01.89	100 BUTTERFLY	55.49	57.09	50.29
2:03.69	2:18.19	2:16.29	200 BUTTERFLY	2:03.39	2:06.29	1:51.99
2:04.89	2:22.19	2:17.99	200 IM	2:05.29	2:09.49	1:51.99
4:24.49	4:59.69	4:52.89	400 IM	4:27.49	4:35.49	4:00.09

**The SCY times are based on the 2012 Short Course Jr. National time standards. The LCM times are based on the 2011 Jr. National time standards. The SCM times are based on the slowest time between the LCM Jr. National Championships, and other Trials class meets.**

**ENTRY LIMITS:**

- Each LSC may enter two (2) swimmers per individual event and one (1) team per relay event in the 13-14 & 15-18 age categories. Each LSC may enter three (3) swimmers per individual event and one (1) team per relay event in the 10 & Under and 11-12 age categories.
- Each swimmer may be entered in a maximum of six (6) individual events in the meet and not more than three (3) individual events per day.
- Relays must be made up of swimmers entered in the meet in individual events.
- The swimmer’s age on March 29, 2012 shall be their age for the entire meet.

**ENTRY TIMES:**

All swimmers must be entered with their actual time as reflected in SWIMS, irrespective of the individual LSC's selection criterion for this meet. This time must have been achieved by the swimmer between March 31, 2011 and March 22, 2012. **No converted or non-conforming times are allowed for entry to this meet.** Any individual entry times that can not be verified through SWIMS as achieved within the date range indicated above will not be accepted. In such cases, those entries will be seeded as "NT."

### **SWIMMERS WITH DISABILITIES**

Each LSC may bring three swimmers with disabilities age 12 & under, and two swimmers age 13-18 to the meet. These adapted swimmers are in addition to the swimmers who are entered according to the entry eligibility criterion above. Each LSC may select the adapted swimmers at their own discretion. With the recommendation of the LSC coach or Manager, the meet staff will determine where the swimmer best fits into the meet (seeded with their peers, seeded with their peers but in a shorter distance, seeded with younger swimmers, etc.) and will place them accordingly. All adapted swimmers competing in the meet will receive participation medals. Submit the applicable form included with this announcement with the entry file for the LSC.

#### **Procedures for Inclusion of Swimmers with Disabilities**

- Swimmers with disabilities may compete without having achieved the entry criterion above. However, they must provide a time for each event they enter. Swimmers with disabilities shall be entered on the form included on the next page. You can email this information – but all of the information on the entry form must be included in the email! Classification of a swimmer with a disability is irrelevant.
- Each LSC may select three swimmers with disabilities age 12 and under and two swimmers age 13-18 in any manner deemed appropriate.
- Swimmers with disabilities may compete in finals, earn awards and score points for their team in the same manner as the able-bodied swimmers.
- It is the responsibility of the swimmer, or his/her coach, to inform the Meet Referee of any disability-related accommodations he/she may need to compete. In addition this information must be given in advance of the meet on the entry form. The Meet Referee shall determine any modifications that may be required. This information shall be relayed to the starter and stroke and turn judges. Visually impaired swimmers who require tappers must bring their own devices & individuals to use them.
- Aside from the norm, the meet staff has the ability to seed the swimmer with a disability in a number of ways. These options include: seed the swimmer with others of the appropriate gender, allowing the swimmer to complete half the distance of their age group (swim the 100 yard backstroke during the 200 yard race), or swim with a younger age group where their entry time is similar to the able-bodied swimmers for the same distance (a 15 year old swimmer with a disability could swim the 100 freestyle with the 10 & under age group). The final meet results should show the swimmer with a disability listed in the correct age and event, regardless of where he/she actually competed. The Meet Referee may reassign the lane of a deaf swimmer if a required view of the strobe light is obscured, and the light cannot be repositioned.
- It is the responsibility of the USA Swimming Adapted Chair to provide the Meet Referee with current American Records for swimmers with disabilities. It is the swimmer's responsibility to complete and submit an application for an American Record should one be set.

### **ENTRY SUBSTITUTIONS:**

1. Each LSC is entitled to two (2) participants in each individual event in the 13-14 and 15-18 age categories, and three (3) participants in each individual event in the 10 & Under and 11-12 age categories. Substitutions may be made if an entered swimmer is unable to compete in the event.

2. Swimmers used for entry substitutions must be already entered in the meet.
3. No adjustment in seeding will be made to accommodate the substitution.
4. The deadline for substitutions will be thirty (30) minutes prior to the starting time of each session.
5. Forms for making substitutions will be provided in the LSC's Team Manager's packet.

**SCRATCHES:**

The scratch procedure will be in accordance with USA Swimming rules. 207.12.10. D & E. Scratches from Finals must be reported to the Officials table no later than 30 minutes following the announcement of the preliminary results. No formal scratching is necessary for preliminary swims.

**ENTRY CONTRACTUAL OBLIGATIONS:**

The submission of an entry by an LSC represents a contract between the LSC and the host team. Entry in this meet represents the entering LSC's intention to comply with the rules and regulations of the meet as stated.

Entries shall be submitted using Hy-Tek Team Manager or other Meet Manager compatible software. Entry times must be in short course yards. Converted times or non-conforming times will not be accepted.

Each LSC's entry fees shall be calculated as follows:

Individual Events: \$5/entry/event  
Relay Events: \$12/relay/event

Make checks payable to FAST Swimming, Inc.

**Entries must be received by March 22, 2012 at 5:00 PM utilizing the Hy-Tek Team Manager entry file provided by the meet host.** Completed entries from each LSC should be sent by e-mail to Deborah Burke at: [dburke1@rochester.rr.com](mailto:dburke1@rochester.rr.com). Payment for entry fees may be mailed to:

Deborah Burke, 7 Columbia Court, Fairport, NY 14450. (585) 356-4923.

**ENTRY DEADLINE: March 22, 2012 at 5:00 PM. This is an absolute deadline that has been set as late as possible while still allowing time to verify athlete registration and times!** Entry fees must be received by the Meet Entry Director no later than the above date and **NO FAX OR TELEPHONE ENTRIES WILL BE ACCEPTED!**

**SCORING:** Individual Events: 11-9-8-7-6-5-4-3-2-1 (1st thru 10th)  
Relays: 22-18-16-14-12-10-8-6-4-2 (1st thru 10th)

Team scores for each Age Group (male and female) will be posted and announced throughout the meet. Team scores for Male and Female divisions, as well as overall LSC Team scores will also be posted and announced at all finals sessions.

**AWARDS:** Individual events: Medals through 10th place.  
Relays: Medals through 3rd place.  
Individual Awards: Members of the overall Championships Team will receive a pin and Championship Certificate.  
Participants: All participants will receive a Participation Certificate  
Record Breakers: All record breakers will receive a Commemorative Certificate.

Awards will be presented to 10 & Under swimmers at awards ceremonies during the afternoon sessions. All other awards will be available for pickup at the conclusion of that day's Finals Session.

**2012 EASTERN ZONE SHORT COURSE CHAMPIONSHIPS  
ORDER OF EVENTS**

Thursday (Day 1):

**Preliminary Heats, 11 & Overs, Session 1**

<b>Girls Event #</b>	<b>Event Description</b>	<b>Boys Event #</b>
1	11-12 200 Backstroke	2
3	15-18 100 Breaststroke	4
5	13-14 100 Breaststroke	6
7	11-12 50 Breaststroke	8
9	15-18 200 Freestyle	10
11	13-14 200 Freestyle	12
13	11-12 100 Freestyle	14
15	15-18 100 Butterfly	16
17	13-14 100 Butterfly	18
19	11-12 50 Butterfly	20
21	15-18 400 Individual Medley	22
23	13-14 Individual Medley	24
25	11-12 200 Individual Medley	26
27	15-18 1000 Freestyle – Timed Final, Fastest Heat of Women in Finals. All Men's heats will be in prelims session.	28
29	13-14 1000 Freestyle – Timed Final, Fastest Heat of Women in Finals. All Men's heats will be in prelims session.	30

**Timed Finals, 10 & Unders, Session 2**

<b>Girls Event #</b>	<b>Event Description</b>	<b>Boys Event #</b>
201	100 Freestyle	---
---	100 Individual Medley	202
203	50 Breaststroke	---
---	100 Breaststroke	204
205	50 Butterfly	---
---	50 Backstroke	206
207	200 Individual Medley	---
---	200 Freestyle	208
209	500 Freestyle	---
---	400 Freestyle Relay	210
211	200 Freestyle Relay	---

**Finals, Thursday, Session 3**

<b>Girls Event #</b>	<b>Event Description</b>	<b>Boys Event #</b>
29	13-14 1000 Freestyle – FASTEST HEAT OF <b>WOMEN ONLY</b>	
1	11-12 200 Backstroke	2
3	15-18 100 Breaststroke	4
5	13-14 100 Breaststroke	6
7	11-12 50 Breaststroke	8
9	15-18 200 Freestyle	10
11	13-14 200 Freestyle	12
13	11-12 100 Freestyle	14
15	15-18 100 Butterfly	16
17	13-14 100 Butterfly	18

19	11-12 50 Butterfly	20
21	15-18 400 Individual Medley	22
23	13-14 Individual Medley	24
25	11-12 200 Individual Medley	26
27	15-18 1000 Freestyle – FASTEST HEAT OF <b>WOMEN ONLY</b>	
31	11-12 400 Freestyle Relay	32
33	13-14 400 Freestyle Relay	34
35	15-18 400 Freestyle Relay	36

**Friday, Day 2:  
Preliminary Heats, 11 & Overs, Session 4**

Girls Event #	Event Description	Boys Event 3
43	11-12 200 Butterfly	44
45	15-18 200 Individual Medley	46
47	13-14 200 Individual Medley	48
49	11-12 100 Individual Medley	50
51	15-18 50 Freestyle	52
53	13-14 50 Freestyle	54
55	15-18 200 Breaststroke	56
57	13-14 200 Breaststroke	58
59	11-12 100 Breaststroke	60
61	15-18 100 backstroke	62
63	13-14 100 Backstroke	64
65	11-12 50 Backstroke	66
67	15-18 500 Freestyle	68
69	13-14 500 Freestyle	70
71	11-12 200 Freestyle	72

**Timed Finals, Day 2, 10 & Unders, Session 5**

Girls Event #	Event Description	Boys Event #
---	100 Freestyle	212
213	100 Individual Medley	---
---	50 Breaststroke	214
215	100 Breaststroke	---
---	50 Butterfly	216
217	50 Backstroke	---
---	200 Individual Medley	218
219	200 Freestyle	---
---	500 Freestyle	220
221	400 Freestyle Relay	---
---	200 Freestyle Relay	222

**Finals, Day 2, Session 5**

Girls Event #	Event Description	Boys Event #
37	11-12 200 Freestyle Relay	38
39	15-18 200 Freestyle Relay	40
41	13-14 200 Freestyle Relay	42
43	11-12 200 Butterfly	44
45	15-18 200 Individual Medley	46
47	13-14 200 Individual Medley	48

49	11-12 100 Individual Medley	50
51	15-18 50 Freestyle	52
53	13-14 50 Freestyle	54
55	15-18 200 Breaststroke	56
57	13-14 200 Breaststroke	58
59	11-12 100 Breaststroke	60
61	15-18 100 Backstroke	62
63	13-14 100 Backstroke	64
65	11-12 50 Backstroke	66
67	15-18 500 Freestyle	68
69	13-14 500 Freestyle	70
71	11-12 200 Freestyle	72
73	15-18 200 Medley Relay	74
75	13-14 200 Medley Relay	76

**Saturday, Day 3  
Preliminary Heats, 11 & Overs, Session 7**

<b>Girls Event #</b>	<b>Event Description</b>	<b>Boys Event #</b>
99	11-12 500 Freestyle – TIMED FINAL. ALL HEATS IN PRELIMINARY SESSION	100
101	15-18 200 Backstroke	102
103	11-12 200 Breaststroke	104
105	13-14 200 Backstroke	106
107	11-12 100 Backstroke	108
109	15-18 100 Freestyle	110
111	13-14 100 Freestyle	112
113	11-12 50 Freestyle	114
115	15-18 200 Butterfly	116
117	13-14 200 Butterfly	118
119	11-12 100 Butterfly	120
121	15-18 1650 Freestyle – Timed Final, Fastest Heat of <b>MEN</b> in Finals. ALL WOMEN'S HEATS IN PRELIM SESSION	122
123	13-14 1650 Freestyle – Timed Final, Fastest Heat of <b>MEN</b> in Finals. ALL WOMEN'S HEATS IN PRELIM SESSION	124

**Timed Finals, 10 & Unders, Session 8**

<b>Girls Event #</b>	<b>Event Description</b>	<b>Boys Event #</b>
223	100 Backstroke	224
225	50 Freestyle	226
227	100 Butterfly	228
229	200 Medley Relay	230

**Finals, Day 3, Session 9**

<b>Girls Event #</b>	<b>Event Description</b>	<b>Boys Event #</b>
---	13-14 1650 Freestyle – FASTEST HEAT OF <b>MEN ONLY</b>	124
101	15-18 200 Backstroke	102
103	11-12 200 Breaststroke	104
105	13-14 200 Backstroke	106
107	11-12 100 Backstroke	108
109	15-18 100 Freestyle	110

111	13-14 100 Freestyle	112
113	11-12 50 Freestyle	114
115	15-18 200 Butterfly	116
117	13-14 200 Butterfly	118
119	11-12 100 Butterfly	120
---	15-18 1650 Freestyle – FASTEST HEAT OF <b>MEN ONLY</b>	122
125	11-12 200 Medley Relay	126
127	13-14 400 Medley Relay	128
129	15-18 400 Medley Relay	130

**SEEDING:** This is a pre-seeded meet. Ten (10) swimmers will advance to the finals for all Prelim-Final Events. The Eastern Zone's Substitution rules will apply for this meet. The fastest 10 entrants of the timed final 1000 Freestyle for Women and 1650 Freestyle for Men, will swim in the finals session.

**PRACTICE TIME:**

The Webster Aquatic Center will be open from 3:00 PM to 9:00 PM on Wednesday, March 28, 2012 for warm-up. Team Managers should email the Meet Director by March 27th requesting lane assignments for the warm-up session. (Please note that 5 – 7 PM is very popular). Requests for practice times on this date will be accepted as of the posting of this announcement.

**WARM-UPS:** Lanes for warm-ups for 11 & Over prelims and 10 & Under sessions will be assigned for each LSC, and will be distributed at the Team Managers meeting. The warm-up schedule will include specific warm-up times for each LSC. No paddles or ancillary equipment may be used during the official warm-up period. LSC's are expected to supervise their assigned lanes to ensure a safe warm-up period. At the supervising LSC Coaches discretion, one-way sprints with block starts are permitted so long as one directional swimming is ensured. The warm-up period for all evening finals sessions will be as described per the included Niagara LSC procedure for warm-ups in a 10-lane course.

Proper and safe warm-ups are the responsibility of all athletes and coaches, and will be enforced by Meet Marshals, Officials, and Meet Management personnel. There will be absolutely NO DIVING AT ANY TIME DURING THE WARM-UP OR MEET IN THE WARM-UP/WARM-DOWN POOL!

**MEETINGS:**

If needed, a coaches meeting will take place forty five (45) minutes prior to the start of each session. An Officials meeting will take place one hour prior to the start of each session. There will be a meeting of all Team Managers at 6:00 PM on Wednesday, March 28, 2012 at the Webster Aquatic Center.

**OFFICIALS:**

Each LSC must provide a minimum of one (1) stroke and turn judge for each session. Additional officials are always welcome. Key officials, referees, starters, as endorsed by each LSC, will be assigned where possible. Final assignment and schedule of personnel will be established by the Meet Referee. Officials meetings will be held one hour prior to the start of each session (preliminaries and finals).

For Officials, this is a N2/N3 certification meet. The certification application is available on the Eastern Zone website ([www.easternzoneswimming.org](http://www.easternzoneswimming.org)), and shall be submitted to the Meet Referee (Pete Koenig, [pkkoenig57@gmail.com](mailto:pkkoenig57@gmail.com)). Any official interested in being evaluated should contact Dinesh Tyagi, Meet Referee, for more information. Evaluators for this meet include Jamy Pfister and JoAnn Faucett. Details of the certification can be found on the USA Swimming website.

**TIMERS:**

Each LSC will be responsible for providing at least 2 timers for each preliminary session, and for each 10 & Under afternoon session. Timer assignments will be provided to the Team Manager. The host will provide timers for finals (volunteers from other LSC's are always welcome).

## **PROGRAM & ADMISSION:**

- Meet Prelim Programs will be on sale for \$15.00.
- Final heat sheets will be \$2.00 each night.
- Spectator admission fee is \$5.00 Prelims/ \$3.00 Finals.
- Children under 12 admitted free of charge.

## **SEATING FOR TEAMS & SPECTATORS**

- Pool deck team seating areas will be determined at the Team Managers Meeting via random drawing and selection. Meet Management will determine the availability of spectator seating for athletes during the Finals sessions.
- Each LSC will receive eight (8) all session admission passes for chaperones. These passes are for free admission to the elevated spectator seating area, and are not passes for entrance onto the pool deck. **Names of the persons who are to use these passes MUST be provided in advance to the Meet Director.**
- Only Coaches, swimmers, Officials, credentialed LSC representatives, and timers will be allowed on the pool deck. All spectators without admission passes must pay the noted admission fees at the door. Note that the spectator seating area must be cleared at the conclusion of each session, and as announced. Seating area will be re-opened 30 minutes prior to the warm-up time of each finals session.

## **DECK CREDENTIALS**

Credentials will be provided only for working Officials, the Meet Coordination Committee and designated LSC team representatives who are USA Swimming Members and who are listed on the LSC team roster. Credentials will be required for entry onto the deck. Everyone receiving a Credential will be required to show current USA Swimming Membership, and all LSC coaches will be required to show current & valid Coaching Credentials to their LSC Team Manager. It is the responsibility of each LSC to check and confirm the credentials of Coaches and Chaperones who receive deck credentials.

Up to eight (8) team coaches plus the Team manager or alternate will be provided with deck credentials. Up to two (2) chaperone deck credentials are available to each LSC for the entire meet. **All persons who receive a Deck Credential MUST be a current, valid member of USA Swimming.**

## **TEAM MANAGER:**

Each LSC must provide the name of an individual to serve as official Team Manager. An alternate may also be named. Team Managers or alternates must represent the LSC at any meeting called by the Meet Director to discuss matters concerning the meet. Only the Team Manager or alternate is permitted to represent the LSC. Protests will not be accepted from anyone other than the Team Manager or alternate.

A Team Managers meeting will be held on Wednesday, March 28, 2012 at 6:00 PM at the Webster Aquatic Center. Information packets and credentials will be distributed at this meeting. Each LSC is accountable for understanding and adhering to the detail discussed at this meeting. **It is highly recommended that each LSC designate a lead coach for the 10 & Under group from their LSC, and that this person also attend the Team Manager's meeting.**

Team Managers must also review, sign, and submit the attached "Eastern Zone Code of Conduct" for Team Managers/Head Coaches. This document must be turned in at the Team Managers meeting noted above.

## **MEET MARSHALS:**

Marshals have the authority through the Meet Referee to enforce orderly and safe warm-ups and atmosphere on the pool deck. A swimmer and/or coach may be removed from the deck for non-compliance with warm-up procedures. Procedures attached.

**CONDUCT:**

Proper conduct at all times will be enforced by coaches, chaperones, parents, meet marshals, and meet directors. All issues of alleged misconduct which occur within the meet venue (defined as the entire Webster Aquatic Center facility) will be evaluated by the Meet Referee and Meet Management personnel. Coaches and/or official representatives of all LSC’s shall immediately report all alleged occurrences of misconduct at the Webster Aquatic Center to one of the Meet Directors who will gather details and consult with the Meet Referee for intervention. The Zone manual defines misconduct as follows:

- “Misconduct includes but is not necessarily limited to: (1) Violation of safety guidelines outlined in the meet announcement or posted in the venue. (2) Disrespect to meet management personnel, officials or fellow athletes. (3) Stealing, destroying, vandalizing or possessing the property of others. (4) Possession or use of alcoholic beverages, tobacco products or illegal drugs.”

Additionally, ANY SWIMMER FOUND IN RESTRICTED AREAS WILL BE BARRED FROM THE REMAINDER OF THE MEET.

**PROTESTS:**

A Meet Jury will adjudicate all protests regarding eligibility and issues of conduct which allegedly occur at the meet venue. All protests must be in writing. Protests regarding eligibility as stated in Rule 102.11.11 will not be accepted from anyone other than the Team Manager or his/her alternate. The Meet Jury will consist of a Meet Director, the Meet Referee and an Athlete, a Coach, and a Team Manager appointed by their LSC when a Meet jury is called according to the following session assignments:

	DAY 1			DAY 2			DAY 3		
Session:	1	2	3	4	5	6	7	8	9
Athlete:	AD	AM	CT	MA	ME	MR	NI	NJ	PV
Coach:	VA	AD	AM	CT	MA	ME	MR	NI	NJ
Team Mgr:	PV	VA	AD	AM	CT	MA	ME	MR	NI

If the designated LSC is an interested party to the protest, Meet Jury representation will be made by the next disinterested LSC in the rotation. Any member of the Meet Coordination Committee may provide support to the Meet Jury as an Ex-officio member at a Meet Director’s discretion.

**REFRESHMENTS:**

Concessions will be located for purchase in lobby of the Webster Aquatic Center. Coaches and officials hospitality located in separate area, accessible from the pool deck.

**PARKING:** Parking in large lots adjacent to the Webster Aquatic Center will be available.

**2012 Eastern Zone Short Course Championships  
Sanctioned by Niagara Swimming, #NI 1112-097S  
Swimmers with a Disability Entry Form**

Name: \_\_\_\_\_

Club: \_\_\_\_\_ LSC: \_\_\_\_\_

USA Swimming #: \_\_\_\_\_ Age first day of the meet: \_\_\_\_\_

Swimmer email address: \_\_\_\_\_

Swimmer phone number: \_\_\_\_\_

Name of person completing this form: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Please enter events below. The maximum number of events for any swimmer is six (6) events. Please indicate the swimmer's preference regarding seeding of their entry for each event. Please note that changing age groups may change the session & location that the swimmer competes. Changing the distance may change the date on which the swim occurs. Take these factors into consideration when selecting the seeding procedure for each event listed below. The meet staff has the final decision regarding seeding procedures.

<b>Event #</b>	<b>Event Description</b>	<b>Entry Time</b>	<b>Seed with Age Group (same age, same distance)</b>	<b>Seed with Different Distance (same age different distance)</b>	<b>Seed with Comparable Time (younger age, distance depends on entry time)</b>

## Niagara Swimming Inc.

### THIS WARM-UP PROCEDURE WILL BE USED FOR THE EVENING FINALS SESSIONS ONLY!

#### Warm-up Procedures for all Sanctioned Meets in 10 Lane Pools

##### I. Pre-Meet warm-up period

- A. Control/Supervise - Key words for safe warm-ups.
- B. Marshals should be actively supervising the warm-ups to ensure that proper procedures are followed.

##### II. General warm-up period

- A. The first 30-45 minutes are for general warm-ups in all lanes.
- B. There shall be **NO DIVING** off the blocks or the edge of the pool at this time.
- C. Outside Lanes - Kicking only.
- D. Inside Lanes - Swimming and pulling only; no paddles.
- E. No sprinting or pace work.

##### III. Specific warm-up period

- A. Last 30-45 minutes of pre-meet warm-up period.
- B. In a ten-lane pool, each lane shall be scheduled as follows:
  - 1. Lanes 1 & 10 push off one or two lengths & back, beginning at the starting end of the pool. Circle swimming only.
  - 2. Lanes 2 & 9 racing start only. Swim one length only. All swimmers begin at the starting end of the pool.
  - 3. Lanes 3, 4, 5, 6, 7,8 general warm-up only (as above) **NO DIVING**.

#### Important Points for Specific Warm - Up Period

1. No diving in lanes other than those designated for racing dives. The blocks should be marked to remind swimmers that they should not dive.
2. Start all swimmers in all lanes at the starting end of the pool.
3. Coaches should stand at the starting end of the pool when verbally starting swimmers on sprint or pace work.
4. Swimmers should be reminded by coaches that breaststrokers need more lead-time than freestylers or butterfly swimmers.
5. Backstrokers should be reminded of the danger of leaving simultaneously with someone on the block. No one should be allowed on the starting block until the backstroker has executed his/her start.
6. The announcer should announce lane changes and/or warm-up changes as per general and specific. The announcer can serve as the reminder of procedures.
7. Coaches should maintain as much contact with their swimmers as possible - verbal and visual - throughout the warm-up period.
8. The Coaches should understand that responsibility for supervision of their swimmers is the same at meets as when on deck at practice.
9. Marshals have the authority through the Meet Director over the warm-up. A swimmer and/or Coach may be removed from the deck for interfering with the Marshals.
10. When the number of participants for a meet session cannot be safely accommodated during the same warm-up period, warm up sessions should be split to provide a safe and adequate warm-up time for all.
11. The meet Referee shall have responsibility to establish and enforce rules for safe conduct within the competitive pool during the duration of the swimming competition.
12. The meet Safety Committee shall have responsibility for safety rules in all other areas during competition and shall assist the meet Referee in the competition pool if necessary.

13. The meet Safety Committee shall have any person deliberately violating safety rules removed from the meet facility.
14. There shall be at least one Marshal at each end of the pool to ensure the warm-up procedures will be followed.
15. Warm-up procedures shall be enforced for any breaks scheduled during the competition.
16. Discretion and common sense must be used when establishing procedures. The above procedures may be modified by the meet Referee according to the needs of the meet.

## EASTERN ZONE SWIMMING SHORT COURSE CHAMPIONSHIP

### *Head Coach/Team Manager Code of Conduct*

I have read and understand Articles 304 and 305 of the USA Swimming Rulebook. I understand that actions meant to demean or harm other athletes, coaches, officials, and spectators will not be tolerated. I understand that facility damage and theft are not acceptable actions and will not be tolerated. I will do my best to make sure my team is under direct supervision at all times. I will do everything in my power to make sure that the team acts accordingly during the course of the event. I understand that any infractions could lead to expulsion from the event and facility for individuals and or my team.

<b>Team Manager</b>	<b>Head Coach:</b>	<b>Date</b>
Print Name:	Print Name:	
Signature:	Signature:	

**All Codes of Conduct must be turned in by the conclusion of Team Managers/Coaches Meeting.**

**Eastern Zone Short Course Swimming Championship**  
**March 29, 30, & 31, 2012**  
Sanctioned by Niagara Swimming, #NI 1112-097S, Hosted by Fairport Swimming, Inc.  
Meet Summary Form

TEAM/LSC \_\_\_\_\_: TEAM CODE: \_\_\_\_\_

COACH: \_\_\_\_\_ TEL. #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TEL #: \_\_\_\_\_

TEAM HOTEL: \_\_\_\_\_ TEL #: \_\_\_\_\_  
(IN CASE OF EMERGENCY)

**Entry Fee Calculation:**

# of Entries, Individual Events: \_\_\_\_\_ x \$5 = \_\_\_\_\_

# of Entries, Relay Events: \_\_\_\_\_ x \$12 = \_\_\_\_\_

TOTAL \_\_\_\_\_

**MAKE CHECKS PAYABLE TO "FAIRPORT SWIMMING." THIS FORM MUST BE RETURNED WITH ENTRY FORMS TO BE CONSIDERED A COMPLETE ENTRY.**

**EXPRESS MAIL OR FED EX. WITH WAIVER OF SIGNATURE REQUIREMENT TO:**

Deborah Burke  
7 Columbia Court  
Fairport, NY 1450  
(585) 388-1908

**ENTRIES CLOSE 5:00 PM, March 22, 2012**

**Teams will be sent confirmation via e-mail of their entries once received. Please verify your entries are correct immediately after receiving confirmation!**

**E-MAIL ADDRESS:** \_\_\_\_\_