



**2018 NOVA LC  
Winter Invitational  
JANUARY 13-15, 2018  
SANCTION NO. VS-18-58**



<b>SANCTION:</b>	<ul style="list-style-type: none"><li>• Held under the sanction of USA Swimming/Virginia Swimming, Inc. <b>Sanction No. VS-18-58</b></li><li>• USA Swimming, Inc., Virginia Swimming, Inc., NOVA of Virginia Aquatics and Collegiate School Aquatic Center shall be held free and harmless from any and all liabilities or claims for damages arising by reason of injuries to anyone during the conduct of this event.</li></ul>
<b>LOCATION:</b>	Collegiate School Aquatic Center, 5050 Ridgedale Parkway, Richmond, VA 23234
<b>FACILITY:</b>	<ul style="list-style-type: none"><li>• The Collegiate School Aquatic Center provides 2 indoor pools and supporting amenities including hospitality, a swim shop, classroom and wireless internet.</li><li>• The 50-meter competition pool with bulkhead offers a total of eight 50-meter competition lanes with a depth of Seven feet and Seven inches at the sides and Eight feet and Two inches in the center. Competition lanes are a minimum of 9 feet wide.</li><li>• Indoor 6 lane, 25 yard pool for continuous warm-up, cool-down.</li><li>• Non-Turbulent Lane Markers in both pools</li><li>• Omega Starting Blocks, CTS6 with automatic and semi-automatic timing, backup Dolphin wireless stopwatches.</li><li>• Spectator seating for 700 plus.</li><li>• The competition course has been certified in accordance with current <i>USA Swimming Rules and Regulations</i>, Article 104.2.2C(4). The copy of such certification is on file with USA Swimming.</li></ul>
<b>MEET DIRECTOR:</b>	Lori Hopewell Phone: (804) 750-1183 Email: <a href="mailto:novabusinessoffice@novaswim.org">novabusinessoffice@novaswim.org</a>
<b>ELIGIBILITY:</b>	<ul style="list-style-type: none"><li>• Open to athletes registered before the first day of the competition from NOVA, NCAP, QUEST, MACHINE, MOR, SEVA, STAT and CCA .</li><li>• Swimmers 15 – 18 years old must have two AA times. Swimmers may then compete in any event regardless of time standard.</li><li>• Swimmers 13-14 years old must have two A times in two different strokes with IM events counting as a stroke. Swimmers may then compete in any event regardless of time standard.</li><li>• No on deck Virginia Swimming athlete registration will be permitted.</li><li>• The qualifying period for this meet is January 1, 2017 through January 13, 2018.</li><li>• Age on January 13, 2018 will determine age for the entire meet.</li></ul>
<b>DISABILITY SWIMMERS:</b>	<ul style="list-style-type: none"><li>• Athletes with a disability are welcomed and shall provide advance notice of desired accommodations to the Meet Director.</li><li>• The athlete (or the athlete's coach) is also responsible for notifying the session referee of any disability prior to the competition.</li></ul>
<b>FORMAT:</b>	<ul style="list-style-type: none"><li>• Individual events EXCEPT for the 800 M Freestyle will be swum as trials and finals.</li><li>• <b>Finals Sessions:</b> The top 32 qualifiers in the trials of each event will compete in each day's final session in the following order: D-Final (<b>13-14 only Bonus Heat</b>), C-Final (all age Bonus Heat), B-Final (all age Consolation Heat), and A-Final (all age Championship Final Heat).</li></ul>

<b>WARM-UPS:</b>	<ul style="list-style-type: none"> <li>• Saturday, Sunday, Monday prelims sessions: Warm-ups 6:30-8:20 am; competition starts at 8:30am. <ul style="list-style-type: none"> <li>○ 6:30 – 7:50 am: All lanes designated for general warm-up</li> <li>○ 7:50 – 8:20 am: Lanes 1 and 8 designated for pace; Lanes 2 and 7 designated for sprint; Lanes 3 through 6 and all other lanes will remain general.</li> </ul> </li> <li>• Finals sessions on Saturday &amp; Sunday: Warm-ups at 4:30 – 5:35 pm; competition starts at 5:45 pm. <ul style="list-style-type: none"> <li>○ 4:30 – 5:15 pm: All lanes designated for general warm-up</li> <li>○ 5:15 – 5:35 pm: Lanes 1 and 8 designated for pace; Lanes 2 and 7 designated for sprint; Lanes 3 through 6 and all other lanes will remain general.</li> </ul> </li> <li>• Finals session Monday: Warm-ups at 3:30 – 4:20 pm; competition starts at 4:30 pm. <ul style="list-style-type: none"> <li>○ 3:30 – 3:55 pm: All lanes designated for general warm-up</li> <li>○ 3:55 – 4:20 pm: Lanes 1 and 8 designated for pace; Lanes 2 and 7 designated for sprint; Lanes 3 through 6 and all other lanes will remain general.</li> <li>○ 800 M Freestyle session: Warm-ups are planned to begin 10 mins after the conclusion of Monday prelims. The pool will remain open for 30 mins of general warm-up.</li> </ul> </li> <li>• There will be specific lanes designated for PACE ONLY in the warm-up/cool down lanes.</li> <li>• Meet Referee has the right to change lane assignments based on the needs of the swimmers.</li> </ul>
<b>ENTRIES:</b>	<p><b>DEADLINE FOR THE RECEIPT OF ENTRIES IS 9:00 PM, SUNDAY, JANUARY 7, 2018.</b></p> <ul style="list-style-type: none"> <li>• Entries must be submitted in short course yard times using Hy-Tek Team Manager and Commlink-2 software, or on a VSI master entry sheet.</li> <li>• Teams must submit entries via e-mail</li> <li>• A Team Manager printout of entries must be included or the meet checklist/summary sheet with the name of the person to contact in case of questions must accompany the entries, regardless of how they are submitted.</li> <li>• Swimmers may enter a maximum of 7 events and no more than 3 per session.</li> <li>• Swimmers failing to scratch events which if swum would put them in violation of either the 3 event per day or the 7 events for the meet, will not be permitted to swim the event or events. <ul style="list-style-type: none"> <li>○ The events to be eliminated will be counted in strict numerical sequence as listed in the meet invitation.</li> <li>○ No other penalty will be applied.</li> </ul> </li> <li>• Entries will be processed in the order received and <b>accepted to</b> the greatest extent possible without exceeding the 4-hour/session timeline limit.</li> <li>• The Meet Director reserves the right to limit entries in any events, if necessary, to prevent too lengthy a session. This may include combining heats and events, which actions may require reseeding.</li> <li>• Email entries to: <a href="mailto:novaswim@novaswim.org">novaswim@novaswim.org</a></li> <li>• Deck entries will be accepted in the order received for swimmers already entered in the meet, to the extent that open lanes are available. Deck entries must be submitted to the Clerk-of-Course on the provided form.</li> </ul>
<b>FEES:</b>	<p>Individual events: \$6.50  Swimmer surcharge: \$2.50 per person (entered in the meet in any capacity)</p> <ul style="list-style-type: none"> <li>• Checks should be sent to: NOVA Aquatics  12207 Gayton Road  Richmond, Virginia 23238</li> <li>• The total fees for all entries, including any late entry fees, must be paid by Wed. January 10, 2018. Payment for events entered at the meet must be made to Meet Director at the time of the request. Failure to pay entry fees by this deadline could result in teams being barred from the meet.</li> <li>• All fees must be paid in full in order for the entries to be considered compete.</li> </ul>

<b>SEEDING:</b>	<ul style="list-style-type: none"> <li>• All Long Course Meters times will be seeded first, followed by Short Course Meters, then Short Course Yards.</li> <li>• The scratch procedures listed in current USA Swimming Rules and Regulations, Article 207.11.6 A-E will apply with the following modifications: <ul style="list-style-type: none"> <li>○ Scratches from Individual Events: Will be co-located at the Positive Check-in Table</li> <li>○ Scratches for Saturday's events are due by 8:00am Saturday.</li> <li>○ Scratches for Sunday's events are due by 6:15 pm, Saturday.</li> <li>○ Scratches for Monday's events are due by 6:15 pm, Sunday.</li> <li>○ <b>SCRATCHES FROM FINALS</b> can only be made directly with the Administrative Referee. <b>All other Scratches/Positive Check-in</b> shall be made at the Scratch box which shall be located at the Positive check in table then at the Clerk of Course table.</li> </ul> </li> <li>• The scratch rule regarding finals will apply to all 4 evening heats D 13-14 Final / C, B, &amp; A all age Finals, and the 800 M Freestyle</li> <li>• The 400 M Individual Medley and the 400 M Freestyle will be swum as trials and finals. <ul style="list-style-type: none"> <li>○ In trials, the three fastest women's heats will be swum first followed by the four fastest men's heats. These heats will be swum slowest to fastest.</li> <li>○ The remaining heats in trials will be swum fastest to slowest, alternating women and men.</li> </ul> </li> <li>• Positive check-in: <ul style="list-style-type: none"> <li>○ Positive check-in for the 800 M Freestyle is due by 8:30 am, Monday</li> <li>○ <b>All 800 Free swimmers MUST positively check-in and declare their intent to swim by the scratch deadline for that day's event TO BE SEEDED.</b></li> </ul> </li> <li>• The 800 M Freestyle will be swum fastest to slowest as a timed final event, alternating women and men. The event seeding will be distributed following the close of the positive check-ins.</li> </ul>
<b>RULES:</b>	<ul style="list-style-type: none"> <li>• The current USA Swimming Rules and Regulations will apply.</li> <li>• 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 without written USA Swimming approval</li> <li>• All swimmers participating in the meet must be dive certified. <ul style="list-style-type: none"> <li>○ Swimmers unaccompanied by a USA-S coach must be certified by a USA-S coach as proficient in performing a racing start or must start each race from within the water.</li> <li>○ Ensuring compliance is the responsibility of the swimmer or the swimmer's legal guardian.</li> </ul> </li> <li>• The overhead start procedure will be used for the preliminary sessions and for timed finals (distance) sessions.</li> <li>• Use of audio or visual recording devices, including cell phones, is not permitted in changing areas, rest rooms or locker rooms. In addition, photography behind the blocks is not permitted.</li> <li>• The Meet Referee in accordance with 102.23.2 in the USA Swimming Rules and Regulations will appoint a Meet Jury.</li> <li>• In accordance with VSI Policy, only those coaches who have current, valid USA Swimming credentials will be permitted to act in a coaching capacity at this meet <ul style="list-style-type: none"> <li>○ Coaches who have valid USA Swimming credentials but who are unable to provide them upon request will be issued temporary credentials by the meet director</li> <li>○ Coaches with expired or non-current credentials will be required to leave the deck area.</li> <li>○ No VSI non-athlete member in good standing may be barred from participating in the meet as an official as certified.</li> </ul> </li> </ul>

<b>OFFICIALS:</b>	<p><b>Meet Referee: Bryan Wallin</b>  <b>Email: <a href="mailto:thewallin5@comcast.net">thewallin5@comcast.net</a></b>  <b>Phone: 804-389-2438</b></p> <ul style="list-style-type: none"> <li>• Officials will be needed for all positions and all sessions for this meet.</li> <li>• Team Officials Chairpersons should submit the names and session availability of certified officials, as well as the names and session availability of trainees to Emily Fagan, Email: <a href="mailto:emilyfagan@comcast.net">emilyfagan@comcast.net</a> no later than Sunday, January 7, 2018.</li> <li>• Officials meetings will be held in a room off the front lobby one hour prior to the start of the meet.</li> </ul>
<b>SAFETY:</b>	<ul style="list-style-type: none"> <li>• VSI Safety and Warm-up procedures will be in effect. Swimmer snorkels are permitted.</li> </ul>
<b>TIMERS:</b>	<ul style="list-style-type: none"> <li>• Clubs may be required to provide timers in proportion to the number of swimmers they have entered in each session.</li> </ul> <p>The number of timers required per club and their lane assignments will be posted on the NOVA website at January 10, 2018, and will also be emailed to the contact person of each of the individual clubs.</p>
<b>GENERAL:</b>	<ul style="list-style-type: none"> <li>• <b>Hospitality</b> will be available for coaches and officials.</li> <li>• <b>Meet Program:</b> A Meet book with time standards, team information, coupons and advertisements for local establishments will be available for \$10.00. The Meet book will also contain coupons for a copy of each Trials and Finals program.</li> <li>• <b>Photography:</b> In accordance with J.3 of VSI Policies and Procedures, photography will not be permitted behind the starting blocks without the express permission of the Meet Director. Individuals who violate the above photography restrictions may be asked by the Meet Director to leave the pool venue.</li> <li>• <b>Meet Event Apparel:</b> A vendor will be on site selling meet t-shirt and sweatshirts. There is a vendor on site for other swim equipment such as goggles and swim suits.</li> <li>• <b>Lost and Found:</b> Check with the front desk for lost and found items.</li> </ul>
<b>FACULTY RULES:</b>	<ul style="list-style-type: none"> <li>• Access to the deck is limited to coaches, athletes, meet officials, and event staff. Spectators will not be allowed on deck unless volunteering as timers; lap counters, or at other needed volunteer positions.</li> <li>• All Air Flow in take Vents on deck are not to be blocked by chairs, benches, spectators or towels!</li> <li>• CSAC strongly encourages Swimmers to take a shower before entering the swim pool.</li> <li>• Toilets for swimmers are located in the locker-rooms off the main hallway to the pool.</li> <li>• Spectators may not sit in the aisles and may not reserve blocks of seats.</li> <li>• No glass containers of any kind are allowed in the facility.</li> <li>• No lawn/deck chairs allowed in the grandstand.</li> <li>• Objects are not to be passed over the grandstand railing.</li> <li>• No smoking on the campus.</li> <li>• Shoes are suggested to be worn in all areas outside the pool deck including locker rooms.</li> <li>• Doors are not to be propped open (HVAC).</li> <li>• The front door is the only entry/exit door for the facility.</li> </ul>

<b>FACILITY RULES:</b>	<ul style="list-style-type: none"> <li>• Young children must be supervised by an adult.</li> <li>• No tape of any kind is to be used inside to hang signs, banners or decorations. PSDN must be consulted before hanging any Event specific signage.</li> <li>• NOVA or VSI is not responsible for any lost or stolen items.</li> <li>• No unauthorized persons are permitted to use the audio and video equipment.</li> <li>• All rules and regulations of CSAC shall remain in effect and be followed.</li> <li>• <b>Any individual or team member that fails to comply with any rule or regulation of CSAC or the terms and conditions of this agreement will not be permitted to participate in the Event and will be asked to leave the CSAC Premises.</b></li> <li>• Clubs are responsible for keeping their areas of the deck clean. Bags will be provided in which to gather trash.</li> <li>• No balloons!</li> <li>• The practice of deck changing is prohibited. Swimmers participating in deck changing would be violating the USA Swimming Sportsmanship policy.</li> <li>• Each club is responsible for supervising the conduct of their swimmers.</li> <li>• No shaving at the venue is permitted.</li> <li>• On deck bathrooms are reserved for coaches and officials.</li> </ul>
<b>DIRECTIONS</b>	<ul style="list-style-type: none"> <li>• Go to the following link on the Virginia swimming website:  <a href="http://virginiaswimming.org/Meets/Meet%20Directions/CSAC.htm">http://virginiaswimming.org/Meets/Meet%20Directions/CSAC.htm</a> </li> </ul>
<b>PARKING:</b>	<ul style="list-style-type: none"> <li>• Parking at the facility is available to patrons of the pool associated with the meets, employees, coaches and officials.</li> <li>• There will be a drop off area designated.</li> <li>• Please follow the guidance of the parking attendants.</li> <li>• No parking on the grass around CSAC or in Ukrop Park.</li> <li>• Failure to adhere to the parking attendants' directions could result in your vehicle being towed.</li> <li>• Abusive language and inappropriate gestures by individuals directed at Ukrop parking attendants, CSAC employees or NOVA meet staff will not be tolerated and will be asked to leave the facility.</li> <li>• Overflow Parking is available directly behind the venue in the Martin's Grocery Store Lot.</li> </ul>

## ORDER OF EVENTS

**Saturday, January 13, 2018**

**Prelims Warm up 6:30 am, Start 8:30 am**

**Finals Warm up 4:30 pm, Start 5:45 pm**

<b>AM Session</b>		
<b><u>Girls</u></b>	<b><u>Events</u></b>	<b><u>Boys</u></b>
1	200 M FREE	2
3	100 M BREAST	4
5	100 M FLY	6
7	400 M IND MEDLEY	8

**Sunday, January 14, 2018**

**Prelims Warm up 6:30am, Start 8:30am**

**Finals Warm up 4:30 pm, Start 5:45 pm**

<b>AM Session</b>		
<b><u>Girls</u></b>	<b><u>Events</u></b>	<b><u>Boys</u></b>
9	200 M FLY	10
11	50 M FREE	12
13	200 M BREAST	14
15	100 M BACK	16
17	400 M FREE	18

**Monday, January 15, 2018**

**Prelims Warm up 6:30am, Start 8:30am**

**Finals Warm up 3:30 pm, Start 4:30 pm**

<b>AM Session</b>		
<b><u>Girls</u></b>	<b><u>Events</u></b>	<b><u>Boys</u></b>
19	200 M BACK	20
21	100 M Free	22
23	200 M IND MEDLEY	24

**Monday, January 15, 2018**

**Warm up tbd based on prelims  
timeline**

<b>Distance Session</b>		
25	800 M FREE	26