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# *Agenda for Coaches Meeting, 2011 YMCA Short Course Nationals*

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## Meet Committee:

John Mendell	Meet Director
Glenda Pae	Assistant Meet Director
Steve Corrie	Assistant Meet Director
Ed Miller	Meet Referee , National Official's Chair
Jim Ryan	USA-S Representative
Bruce Griffin	Announcer, Meet Ceremonies
Bob McDowell	Chair National Advisory Committee
Claudia Multer	Masters Meet Director, Systems Operator
Tom Warrick	Meet Technology, Pre-Meet Registration
Bettie Williams	L.C. Meet Director, Onsite Registration
Mike Leonard	Coaches Representative
Connor O'Prey	Athlete Representative
Jim Weaton	YMCA of the USA/MSPS, National Director of Events
Laura Voet	Facility Manager, Safety, Medical Needs

## Conduct:

- No spitting, deck changing, foul language or shaving on premises.
- Credentials or bags tags are required to be on the deck. Please have your swimmer notify the Help Desk if their bag tag is lost or misplaced.
- Only swimmers preparing for an event and officials may be behind the blocks.
- First Aid/Emergency room is located at the Lifeguards' Station beside Coaches' Hospitality Room.
- Lost and Found is located just inside the gate by the flagpole. Check with the help desk for valuable items.

## Heat Sheets:

- Will be posted in the Coaches' Room and on our website.
  - Approximately 6:30 PM on Monday.
  - 2:30 PM Tuesday through Thursday for the next day's prelims.
  - Individual copies will be available at the Coaches entrance every morning beginning at 6 AM.

## Bios:

- Please pick up at Help Desk and return by the completion of morning preliminary events. This includes timed final events scheduled for that evening.

## Course Selection:

- The preliminaries will be contested in two sessions. The women will begin at 8:00 AM. Men's sessions will begin at 11:00 AM or as soon as the women's preliminaries end.
- All events will be contested in both courses. Odd heats will be in the east course and even heats will be in the west course.

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### Participation:

- No limit to number of entries per swimmer.
- Each swimmer may compete in a total of 9 events (4 individual and 5 relays).
- Please remember to scratch swimmers entered in more than 4 individual events. The first four events entered and not scratched become the events of choice.
- A "no-show" in a preliminary event is a disqualification from that event and counts as an official swim. In addition, the swimmer or their coach must declare their intention to swim any subsequent events (see Scratch Rules). This declaration must be made before the end of the session in which he swimmer missed their event.
- A "no-show" from a Bonus, Consolation or Final Event is a disqualification from the Meet. This includes participation in relays.

### Scratch Table:

- A contestant is assumed entered unless they are formally scratched.
- Scratch Cards are available at the Scratch Table.
- The Scratch/Relay Table will be located inside the Coaches' Hospitality room.
- Coaches will need a scratch card for each event but may have multiple swimmers on a card.
- Once a Scratch Card has been given to the Scratch Table, a swimmer is officially scratched.
- The Scratch Table will be officially closed as follows:
  - Monday – at 4:45 P.M. for Tuesday's Preliminary events.
  - Tuesday through Thursday – at 12:30 PM for the following day's events.
  - For all Finals events, the Scratch Desk closes 20 minutes after the results of the last preliminary qualifying event are announced.

### Relay Events:

- Coaches may pick up Relay Cards at the Relay/Scratch Table.
- Cards must be presented to the Relay Table 15 minutes before a break or on Friday by 7:45 AM for the Women and 10:45 for the Men for the 200 Freestyle Relay.
- Relay swimmers must give the appropriate Head Lane Timer an approved copy of their Relay Card prior to their race. (no card, no swim)
- All relays qualifying for Finals must file a second Relay Card. Copies may be picked up at the Relay/Scratch Table.
- Relay changes may be declared by submitting a new relay card of a different color (available at the Help Desk) prior to the start of the relay's heat to the appropriate Deck Referee.
- When proving an "intact relay time," the following condition must be met: the names of the swimmers in the relay that achieved the time MUST appear on a team entry form, thereby verifying their eligibility for the national meet.
- The 800 Freestyle Relay will be a timed final event with the top two fastest men's and women's relays swimming at night.

### Distance Events:

- All individual distance events (above 500 yards) will be swum fastest to slowest except the top 8 competitors who will swim at night. We reserve the right to combine slowest heats.

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### Event Start

- Swimmers are individually responsible for being ready to swim.
- There will be no marshalling of swimmers.
- The start time listed in the Heat Sheet is only an approximate time
- If there is an empty lane, the competitor's name will be announced twice. The commencement of the starting procedure for the event means that the swimmer or relay immediately becomes a "no show" and will be barred from swimming the event. There is no penalty for missing a preliminary event. However, it is still counted against the maximum events allowed per swimmer.
- Any swimmer who is seeded in a preliminary event and fails to compete (i.e. a "no show") shall not be seeded in any other individual events unless the swimmer and/or coach declares an intent to swim to the Scratch Table prior to the scratch period for that day's events. If the swimmer "no Shows" for their first event on a particular day and intends to swim an event later in the same day, the Meet Referee must be immediately informed.

### Warm-ups:

- Note: the last 50 minutes of warm-ups prior to start of any session, the competition pools will be restricted to those swimmers competing in that session. The warm up pool and diving well will remain open to all swimmers, male or female. Please follow the procedures pertaining to warm-ups including entering feet first.
- Everyone should exercise the YMCA's core values of caring, respect, sharing and responsibility during warm-ups

### Scoreboard:

- Any results posted on the scoreboard are unofficial.

### Pool Cleared:

- Please clear the pool when requested.

### Help Desk:

- Please see Bob McDowell or Glenda Pae at the Help Desk for all needs except those requiring rule interpretations.

### Initial Times:

- If you need a time for a leadoff swimmer or a swim for an initial distance in a longer event, please obtain the Initial Times Request form from the Help Desk, then fill out and return the form to the appropriate Deck Referee before the start of the race.

### Results:

- Results will be posted in Coaches' Room, on the wall under the flagpole and in the entry hallway for spectators.
- Results are available on our website ([www.ymcaswimminganddiving.org](http://www.ymcaswimminganddiving.org))
- Problems? Please see appropriate Deck Referee or Meet Referee.

### Rules:

- Current USA-S rules are in effect.
- Declared false starts must be submitted before the event is announced.
- No recall for false starts is in effect (dual confirmation required).
- Dual confirmation required for all relay take-offs.
- Special Needs athletes should be identified to the appropriate Deck

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- Referee before any competitive swim.
- Wearing two suits is prohibited during competition. Swimsuits must be fully compliant with FINA rules effective January 2010. List of approved suits is posted on the USA Swimming website.

### Finals:

- C final and B final will immediately precede an A final for all individual events with the exception of the 1000 and 1,650 freestyle. A "B" final shall immediately precede an A final for all relays

### Award Ceremonies

- Swimmers should respond promptly for medal ceremonies. Swimmers will not be allowed to participate once the parade of athletes has commenced from the Awards Staging Room. However, a temporary or substitute is permitted as long as it doesn't interfere with the Awards Ceremony.

### Protests:

- Any protest must be submitted on a form provided at the Help Desk to the Meet Referee within 30 minutes after the conclusion of the race in question.
- Questions as to the application of rules may only be brought to the Meet Referee.
- Any problem with the conduct of the Meet should be brought to the attention of the Meet Committee

### Time Trials:

- Please submit Time Trial entries to Steve Lyons or Chuck Multer in the hospitality room (next door to the emergency room). The Time Trial Desk will be open at Registration and each morning from 7:00-11:30.
- The cost is \$10.00 per event.
- Swimmers may only swim the stroke being contested in a Time Trial event.
- Entries for the 400 IM, 500, 1000 or 1650 Free must be accompanied with a printed proof of time.
- A late entry may be added by the referee for Time Trials under the following conditions:
  - The entry must be for a men's event.
  - The coach must make the entry.
  - The swimmer swam that event earlier in the day.
- Events will not be reseeded once posted. Swimmers will be entered in empty lanes.

### Parade:

- Monday Evening

### Questions/Concerns:

- See our Meet Referee Ed Miller, Bob McDowell or Glenda Pae at the Help Desk, Jim Ryan or John Mendell, the Meet Director.

### Meet Evaluation:

- Please help us by completing the online Meet Evaluation Survey