

2011 Addendum to handbook

Due to our restricted spectator seating, we have had to make some major changes in the schedule for the meet.

Competition - The preliminaries will be run in two sessions.

Women will compete at 8:00 AM

Men will compete at 11:00 AM. ** Time tentative – This could change to a later time after entries are received. Check the web.

We will hold time trials at approximately 1:30 PM. ** Time tentative – This could change to a later time after entries are received.

Using last year's meet for comparison, no session will be more than 2 ½ hours long.

IMPORTANT NOTE – ODD HEATS WILL BE RUN IN THE EAST POOL (CLOSEST TO THE BEACH). EVEN HEATS WILL BE RUN IN THE WEST POOL (CLOSEST TO THE DIVE WELL).

THIS WILL INSURE POOLS ENDING AT APPROXIMATELY THE SAME TIME.

Time Trials

We will have time trials. They will start as close to 1:30 PM as possible. (Tentatively)

Note – you must bring written proof of time when entering the 500, 1000, and 1650 free. Attach the proof to your entry sheet. No proof. No swim. No refund. You must provide your own counter and timer for the 1000 and 1650 free. The time trial desk will close at noon each day. A request for an exception may be requested for a male swimmer. If the exception is accepted after the heat sheet is printed the swimmer may be placed in an empty lane.

Tickets

Tickets will be sold by session as seating is limited. Ticket information is listed on page 12 of this addendum. Note: ticket sales open online Wednesday, February 16, 2011 at 12:00 PM EST.

Officials

We will need additional officials to handle the split sessions and, equally importantly, the Time Trials. Please encourage your officials to sign up for two or more regular sessions and at least one Time Trials session. Note that officials not signing up for at least three sessions may not be selected to work, based on the number of officials who do sign up for at least three sessions, and officials will only be allowed on the deck for the sessions at which they are actually officiating.

Awards and Senior Recognition

Awards and recognition will be done prior to evening sessions. The schedule is listed at the end of the Schedule of Events. Senior recognition will be Wednesday. This year we will NOT ask the seniors to step up and step forward as a group around the pool. In the interest of time we will not read individual names. Reminder – to be recognized in the meet program, senior names and attending school must be sent to Tom Warrick by March 15.

800 Free Relay

For this year only – The 800 free relay will be contested as a timed final event. You must present proof of time for your 800 free relay or the team will not be seeded.

Coaches' credentials

A change has been made just for just for this year. As it may take additional staff to move your swimmers around you may list more than the allotted number of coaches. Each coach must have proper credentials and pay the coaches fee. Each coach will wear a wristband to show that he has presented his proper credentials. The deck pass may be passed from one coach to another. At no time may a team have more than the allotted number of coaches on the deck.

Athletes

When traveling from any areas west of the competition pools we ask that you exit the facility and travel outside the pool complex and reenter at the front gate to reach the 50 meter warm-up pool.

We have written the addendum in sections to allow you to replace pages of your handbook. The sections with an asterisk have been revised.

***SCHEDULE OF EVENTS FOR 2011 SHORT COURSE (Replace pages 8 & 9)**

NOTE: PRE-MEET REGISTRATION WILL BE ONE DAY ONLY AND WILL BE HELD AT THE INTERNATIONAL SWIMMING HALL OF FAME BUILDING!!

SUNDAY APRIL 3, 2011

5:00 PM – 7:00 PM Joseph G. Rogers Award Presentation (Area Behind Hall of Fame Building)

MONDAY APRIL 4, 2011

6:00 AMPool opens for practice/Closes 8:00 PM
8:30 AM–4:00 PM Teams, Coaches and Officials Registration (ISHOF Auditorium),
.....Teams registering during this time need to follow the registration times below by region
8:30 AM – 9:15 AM – South Teams
9:15 AM – 11:00 AM – East Teams
11:00 AM – 12:15 PM – Midwest and West Teams
8:30 AM–4:45 PM Scratch/Relay Table open (ISHOF Auditorium)
8:30 AM–4:00 PM Time Trial Table open (ISHOF Auditorium)
12:15 PM–1:00 PM Lunch Break for Volunteers
1:00 PM–4:45 PM Teams and Coaches Registration – Open to All
3:15 PM.....New Coaches Meeting
4:00 PM.....Registration Closes until 6:00 PM
4:00 PMCoaches Meeting
Followed by Coaches Association Meeting
4:30 PM–6:00 PM Officials Meeting/ (Bahia Mar)
4:45 PMScratch/relay table Closes for Tuesday's Events
4:50 PM.....Assemble for Parade of Athletes –
Line up in State Order (A to Z) in the Front of Complex
5:30 PM–6:30 PM Parade & Athlete Welcome Party (Spectator Stands)
6:00 PM–8:00 PM Team, Officials' and Athlete Registration (Pool Deck Awards Room)

TUESDAY APRIL 5, 2011

6:00 AMPool Opens for Warm-Ups – Swimming Events Begin @ 8:00 AM
8:00 AMUntil end of preliminary sessions dive well opens for warm-ups
6:30 AM–1:00 PM Morning Registration Opens -Teams, Coaches, Athletes, Visiting Coaches – Awards Room behind the diving boards
7:00 AM-11:30 PM Time Trial Registration (Coaches Hospitality Room)
7:00 AMOfficials: Breakfast and Meeting for Women's Events (ISHOF Auditorium)
7:00 AMSpectator Seating open for Women's Events
7:00 AM -12:30PM Relay/Scratch Desk open for next day events
..... Relay cards due 15 minutes before relays
7:50 AMWomen's Session Devotion and Pledge of Allegiance
8:00 AMWomen's Preliminary Swimming Events
10:00 AM.....Officials: Meeting for Men's Events
10:30 AM.....Spectator Seating open for Men's events

10:50 AM.....Men's Morning Devotion and Pledge of Allegiance
11:00 AM**Men's Preliminary Swimming Events Begin**
12:30PMNext day Prelim Scratch Desk closes
Scratch desk for finals closes 20 minutes after announcement of
results of the last preliminary qualifying event
1:30 PMTime Trials
4:00 PM.....Pool Opens for Warm-Ups
4:30 PM.....Spectator Seating open
4:30 PM.....Officials: Meeting for Finals (ISHOF Auditorium)
5:00 PM-6:00 PM Evening Registration Opens - Pool Deck Awards Room
5:00 PM.....Clear Pool for Opening Ceremonies
5:00 PM.....Devotion and National Anthem
5:30 PM**Swimming Finals**

WEDNESDAY APRIL 6 THROUGH FRIDAY APRIL 8, 2011

6:00 AMPool Opens for Warm-Ups -Swimming Events Begin @ 8:00 AM
6:30 AM-1:00 PM Morning Registration Opens
Teams, Coaches, Athletes, Visiting Coaches -
Awards Room next to diving room
7:00 AM-11:30 AM Time Trial Registration (Coaches Hospitality Room)
7:00 AMRelay Desk Open Until 15 Minute Break before Relays- (Coaches Hospitality)
7:00 AM -12:30PM Relay/Scratch Desk open for next day events
..... Relay cards due 15 minutes before relays
7:00 AMSpectator Seating open for Women's Events
7:15 AMOfficials: Breakfast & Meeting for Women's Events (ISHOF Auditorium)
7:50 AM Women's Session Devotion and Pledge of Allegiance
8:00 AM**Women's Preliminary Swimming Events**
10:15 AM.....Officials: Meeting for Men's Events
10:30 AM.....Spectator Seating open for Men's events
10:50 AM.....Men's Morning Devotion and Pledge of Allegiance
11:00 AM**Men's Preliminary Swimming Events Begin**
12:30 PMNext day Prelim Scratch Desk closes
Scratch desk for finals closes 20 minutes after announcement of
results of the last preliminary qualifying event
1:30 PMTime Trials
4:00 PM.....Pool Opens for Warm-Ups
4:30 PM.....Spectator Seating open
4:45 PM.....Officials Meeting (ISHOF Auditorium)
5:00 PM.....Relay Desk Open for Finals Relays (Coaches Hospitality Room
5:00 PM-6:00 PM Evening Registration Opens - Awards Room on the deck-
Wednesday and Thursday only
5:00 PM.....Clear Pool for Awards
5:00 PM.....Devotion and National Anthem
Tuesday -OUTSTANDING ATHLETE SCHOLARSHIP AWARD
Wednesday - SENIOR RECOGNITION
Wednesday - JOSEPH G. ROGERS AWARD
Thursday - COACH OF THE YEAR
Friday - CONRAD CARROLL AWARD
Friday - COACH OF THE MEET

Previous night's Swimmer Awards

5:30 PMSwimming Finals

9:00 PM *Thursday* .VOLUNTEER DINNER (ISHOF Auditorium)

Conrad Carroll Award Winner will be announced at the Dinner

TRAINING CLASSES

All classes will be held on Monday, April 4th

Information has been posted on the website.

*SPECIAL AWARDS

THE FOLLOWING AWARDS WILL BE GIVEN AND ANNOUNCEMENTS MADE AS INDICATED BELOW:

JOSEPH G. ROGERS AWARD: Awarded on Sunday, April 3rd, 5 PM. Announced Wed Evening

OUTSTANDING ATHLETE SCHOLARSHIP AWARD: Tuesday Evening

SENIOR RECOGNITION: Wednesday Evening

COACH OF THE YEAR: Thursday Evening

CONRAD CARROLL AWARD: Awarded Thursday, April 7, 9 PM. Announced Friday Evening

COACH OF THE MEET: Friday Evening

MOMENT OF REMEMBRANCE: Wednesday Preliminaries

*SPECTATORS PROCEDURES

Due to the limited spectator seating, seat saving will not be allowed. See ticket information for complete spectator limitations.

COMPETITION (Replace Page 21 handbook)

SCRATCH PROCEDURES

The USA-S scratch procedures (USA-S Rule 207.12.6) will be followed, as modified for this Meet and set forth below:

SCRATCHING FROM PRELIMINARIES

A swimmer is considered entered into an event unless he/she scratches from that event. If a swimmer does not scratch from an event and does not swim the event, the swimmer is still counted as participating in the event for purposes of determining the number of events in which that swimmer may compete.

Scratch cards will be available during registration from the Proof of Times table and thereafter from the officials at the scratch/relay table.

A separate scratch card must be used for each event, although more than one swimmer from the same team in a particular event can be entered on the same scratch card.

Once a scratch card is submitted to the scratch/relay table, the swimmer is declared scratched and may not compete in that event.

Scratches will be accept at the Proof of Times table during registration hours In the ISHOF Auditorium on Monday, April 4th. The scratch/relay table will remain open in the ISHOF Auditorium until 4:45 PM. The Scratch/relay table will then be closed until Tuesday, April 5th at 7:00 AM. During competition the scratch/relay table will be in the Coaches' Hospitality Room.

*The scratch/relay table will be open for scratches from preliminaries during the following times:

For the preliminary events on Day 1 – 8:30 AM to 4:45 PM on Monday, April 4th.

For the preliminary events on Day 2, 3, 4 – 7:00 AM – 12:30 PM

Scratches for the next day are due at 12:30 PM the day before.

For the final events - Scratch desk closes 20 minutes after announcement of results of the last preliminary qualifying event.

NO SHOW

No show - A swimmer who is seeded in a preliminary event and fails to compete (i.e., a "no show") shall not be seeded in any individual events on succeeding days unless the swimmer and/or coach declares an intent to swim at the scratch table prior to the scratch period for that day's event..

DECLARED FALSE START

A swimmer may also withdraw from a preliminary 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 swimmer and will be counted in the maximum number of events allowed to be entered by each swimmer.

RESPONSIBILITY OF COACHES AND CONTESTANTS (Replace Pages 25 & 26)

It shall be the responsibility of the coaches and swimmers to acquaint themselves with all information pertaining to swim-offs, final events, and their participation therein, and other related meet data, including scratch procedures. Each contestant must have a certified coach responsible for him/her while on the pool deck.

EMERGENCY PROCEDURE

Emergency Personnel will be available 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.

*TIME TRIALS

PURPOSE

To provide swimmers an opportunity to achieve the time standards required to compete in future Championship meets. It also provides swimmers an opportunity to swim additional events.

FORMAT

Time Trials will be held in conjunction with the National YMCA Short Course Championships. They are open to all swimmers participating in the meet. The Time Trial Sessions will begin approximately 30 minutes after the preliminaries. They will be conducted in East and West Courses and run through completion.

A swimmer may only swim the stroke being contested in a time trial event, e.g. a swimmer may not swim backstroke in a breaststroke time trial.

*ORDER OF EVENTS FOR TIME TRIALS

Day 1	Day 2	Day 3	Day 4
100 Back	100 Fly	400 IM	200 Fly
500 Free*	200 Breast	100 Free	100 Breast
200 IM	200 Free	200 Back	1650 Free*
50 Free	50 Back	50 Free	
100 Free	1000 Free*	50 Breast	
50 Fly			

*Swimmers entering 500, 1000, 1650 freestyle must bring printed proof of time to enter these events. The proof must be attached to the entry form. No swimmer will be seeded in these events without proof. Swimmers in the 1000 and 1650 freestyle will be required to provide their own counter and timer.

Time standards apply. Time standards will be available online at www.ymcaswimminganddiving.org.

ENTRIES AND FEES **** TIME TRIAL DESK NOW OPEN 7:00 AM TO 10:30 AM

Coaches may **not** sign up for Time Trials online with their entries. A coach may download the time trial event file and bring entries on a flash drive. The entries will be downloaded at the time of registration. Coaches or swimmers may register for a Time

Trial event during the Monday registration period and prior to each Preliminary Session from 7:00 AM to Noon. A request for an exception may be requested for a male swimmer. If the exception is accepted after the heat sheet is printed the swimmer may be placed in an empty lane.

The cost of all Time Trial events is \$10.00. **Each swimmer may swim one event per day.** Registration at the pool will be on the Championship Course in front of the hospitality room. If adverse weather conditions cause the cancellation of events, the Time Trials Manager will determine the appropriate action, which may result in the cancellation of the day's events. There will be no refund.

OFFICIALS

To properly conduct a championship meet of this magnitude, it requires that a large number of officials be available to staff the deck each day. There is a need for both YMCA Level I and YMCA Level II Officials each day at Preliminaries, Time Trials and Finals. All officials attending the meet are strongly encouraged to sign up to work at this meet.

In order to bring a high degree of consistency to the officiating, officials are asked to work as many sessions as possible, but at least three sessions over the course of the week. Officials working at the Preliminaries will receive breakfast and lunch in the ISHOF Auditorium.

Please volunteer for time trials as well as the prelim and final sessions.

APPLICATION TO OFFICIATE

Anyone wishing to officiate for the swimming events in the meet may apply to:

Email: ChetAtoZ@aol.com

Postal: Chet Andruskiewicz, 4 Auspice Court, Newark, DE, 19711

[Additional information](#) and the [application to officiate](#) are available at www.ymcaswimminganddiving.org.

For those who register to officiate: there will be a MANDATORY meeting at the Bahia Mar at 4:30 PM on Monday, April 4. The meeting will last approximately 1 ½ hours.

Officials will only be admitted to the pool complex with credentials (issued at registration). These credentials must be displayed at all times. Officials are only admitted to the deck for sessions that they are working. Officials will be charged for seats in spectator seating for sessions that they are not working

TIMERS

In the past, timing responsibilities were handled by YMCA certified officials. However, due to the difficulty in attracting enough volunteer officials in recent years, it may be necessary to solicit volunteer timers. If this becomes necessary, timing assignments will be made based on the number of swimmers entered in the meet by the larger YMCAs. In such a case, the selected YMCAs will be notified by Tuesday, March 30th of their assigned timer responsibilities. It will then be the responsibility of the Head Coach to provide a list of the volunteers to fill the attached Timer slots at Registration.

Volunteer Timers will be expected to attend a meeting at 7:00 AM, 10:00 AM or 4:30 PM immediately before the session at which they are timing. If volunteer Timers are requested, to the extent possible, it would be helpful if such volunteers could work more than one session.

COACH OF THE YEAR AWARD (REPLACE PAGES 29 & 30)

The Coach of the Year recognizes the coach/coaching staff that has exemplified the YMCA values in his/her program and community during the year. Team accomplishments and community involvement are to be taken into consideration when submitting candidates. Potential candidates may be nominated by submitting the form at www.ymcaswimminganddiving.org to the email shown, or during the Short Course Championship meet itself.

*SENIOR RECOGNITION

Once again, high school seniors will be recognized in our heat sheets. We will recognize our seniors prior to the finals session on Day 2. Seniors will not be asked to step up. We will not accept senior names at the meet. Senior names must be submitted to Tom Warrick prior to March 15. Instructions will be on the web.

*ADMISSIONS

*TICKET INFORMATION

Parents and friends attending the 2011 YMCA National Swimming Championships will encounter a different spectator experience than they have in prior years. Earlier this year, the Fort Lauderdale City Engineers discovered some structural deterioration and weaknesses in the grandstands and, in the interests of everyone's safety, the grandstands have been closed. As a result, spectator seating around the pool will be limited and our schedule of events, as well as tickets sales for the events, had to be changed. The preliminary events have been split by gender to help with crowd control and reduce congestion on the deck. Even with these changes, we will need everyone's cooperation as we attempt to provide the best opportunity for parents and friends to see their swimmers compete. We would ask that everyone please practice the YMCA core values by being considerate of others, sharing tickets, where possible, and generally leaving the area around the pool when your swimmer has finished swimming.

To partially make up for the loss of the grandstands, we have arranged three distinct areas for parents and friends to view the competition:

There will be bleacher seating on the north and west sides of the competition pools. 700 seats will be sold per session at a cost of \$5 per ticket. Tickets may only be purchased on a per-session basis; weekly passes will **not** be available this year. Due to the anticipated demand, there will **not** be a children's discount in the price of tickets. Also, due to our lack of plentiful seating, seat saving will NOT be permitted under any circumstances. *When the gates open for spectators, everyone will be able to immediately sit wherever there is an open seat in the designated Spectator Section only.*

To be perfectly clear:

- No more than 700 deck bleacher tickets will be sold per session.
- All those admitted to the deck area must hold their ticket on their person at all times while in the deck area. Tickets are transferable upon leaving the deck area. Sharing tickets off-deck is encouraged.

- Those who have finished viewing the session and wish to share their ticket with another spectator waiting to gain admittance may drop their ticket off at the ticket sales table. This is voluntary and no funds will be exchanged.
- Due to our limited space, carry-in items will be limited to those that are worn or held on the lap of the ticketholder.
- People sitting in the bleachers on the deck can anticipate coaches and officials walking in front of them at times. People in these seats must not enter the actual competition area or interfere with the officials as they conduct the meet. People are encouraged to remain seated so those behind them can also view the competition.

A new area of seating for this meet will be our \$10 "Skybox" tickets which will allow you to view the meet from an enclosed, air conditioned exhibition space at the Hall of Fame. A total of 100 tickets to this area will be sold per session. This viewing area is located on the second floor in the Hall of Fame building closest to the street. (From the pool you may have noticed the viewing window immediately adjacent to the scoreboard.) This area is large enough to allow for combination viewing and mingling space for 100 people. Swimmers will not be permitted in the Skybox area. Spectators using our "Skybox" will not have access to paid deck bleacher seating.

There will be over 350 free bleacher seats, as well as abundant standing room, provided in the lawn area in between the rear Hall of Fame building and the dive well where two Jumbotron (12' x 8') screens will have been installed, one for the east pool and one for the west pool.

The 500 on deck bleacher tickets per session, as well as **the 100 "Skybox"** tickets per session will be sold online Beginning Wednesday, February 16, 2011 at 12:00 PM EST. No more than four tickets per session may be purchased by any one credit card. The remaining 200 bleacher seats will be sold online Thursday, March 24, 2011 at 12:00 PM EST. Thereafter, any bleacher or "Skybox" tickets not sold will be offered for sale at the meet.

Heat sheets will be available at \$4 per session. The same heat sheet will include both Girls and Boys prelim sessions.

An all session heat sheet punch card will be available for \$25.

***TICKET SALES SCHEDULE:**

During registration ticket sales will be located in front of ISHOF
 Monday, April 4, 8:30 AM – 4:00 PM (Lunch break 12:15 to 1:00 PM)
 Reopen 5:30 PM - 8:00 PM
 Tickets will be sold and advanced tickets may be picked up.
 Competition day's ticket sales will be at the front gate.
 Tuesday, April 5th – 6:30 AM – 1:00 PM and 4:30 PM – 8:00 PM
 Wednesday – Friday, April 6 – 8 7:00 AM – 1:00 PM and 4:30 PM – 8:00 PM

MEDIA

Accreditation for press and television must be secured at registration with proper credentials.

*COACHES

Coaches credentials (issued at registration) must be displayed at all times. *See change in new section of addendum.

CONTESTANTS

Athletes will be admitted to the pool area by bag tag that will be issued at time of registration. Athletes must display their bag tag for admission to the pool deck. Athletes, within the complex, must be under the supervision of their coach.

CAMERAS

Camcorder operators' equipment will not be permitted to take up seats in the spectator area. No flash photography will be allowed during competition.

*SEATING FOR ATHLETES AND COACHES

The entire roof of the men's and women's locker rooms on the south side of the pool complex is specifically designated for swimmers and coaches. Entrance to this area will be from diving tower to back stairs by the women's locker room. A tented area will be available.

Team seating is on a daily first come first come basis throughout the complex. Teams will not be allowed to use portable seating on the upper deck or in behind the diving boards. No athletes in bleachers on the east or west end of the pool during preliminaries.

There will be additional seating for teams in the grassy area immediately in front of ISHOF. Swimmers wishing to move from areas west of competition to the 50 meter warm-up pool during competition are asked to travel outside the facility and back in at the front gate to avoid walking in front of the spectators

*COACHES AREA

Coaches only may use the east bleachers of the pool complex during preliminaries. The area behind the blocks is off limits at all times to all except officials and those contestants getting ready to swim. Coaches may walk in front of the west bleachers but may not sit in the bleachers on the west end of the pool.