

2016-2017 Cedar Run Conference Swimming Championships

- Date: Thursday, January 26, 2017 – Boys & Girls Dive
Warm-ups: 6:00 PM. Meet start: 7:00 PM.
*Dive meet details to be sent separately
- Friday, January 27, 2017 – Boys & Girls Swim
Warm-ups: 5:15 PM. Meet Start: 7:00 PM.
- Location: Dive: PWCSAC
13833 Dumfries Rd, Manassas, VA 20112
- Swim: Freedom Aquatic and Fitness Center
10900 University Blvd., Manassas, VA 20110
- Meet Host: Osbourn Park High School
8909 Euclid Ave
Manassas, Virginia 20111
571.261.4400
- Athletic Director: Keith Laine OPHS
- Meet Referee: Margaret Schroeder
(schroeder7647@aol.com)
- Administrative Official: Kim Wiecki (kwiecki1@gmail.com)
- Admissions: General Admission is \$7.00. Only officials and meet workers with an assigned wristband will be admitted without admission. No exceptions. (Osborn H.S.).
- Facility: 25 yard, 10 lane pool with bulkhead, pool depth varies from 13 feet at the starting end to 6 feet at the bulkhead, non-turbulent lane lines, Colorado Timing System with separate warm-up lanes.
- *NOTE :** The Freedom Center prohibits the use of duct tape for hanging team banners or posters throughout the facility (painter or masking tape is the preferred method).*
- Eligibility: Open to Cedar Run Conference Swimmers who meet all Virginia High School League eligibility criteria for participation in sports. All entry times for the conference championship meet must have been achieved in a sanctioned VHSL meet during the 2016-2017 season. Also, each swimmer entered in an individual event must have a legal swim in that event in a sanctioned VHSL event during the same season. "No Times" (NT) and coach's times will not be allowed.
- Meet Format: Timed finals. Top six individual swimmers and top six relay teams in each event will advance to the Regional Meet regardless of time.

Warm-ups: Swimmers may arrive at the Freedom Center and report to the spectator areas beginning at 4:45 PM. Swimmers will NOT have access to the pool deck until 5:00 PM. The Warm-up session will commence at 5:15 PM and conclude at 6:30 PM (see lane assignments below). Two (2) bulkhead lanes will be made available throughout the meet for warm-up and warm-down sessions.

Warm-up Assignments:

5:15 to 5:35	Osborn: Lanes 1 through 5 Patriot: Lanes 6 through 10
5:35 to 5:55	Stonewall Jackson: Lanes 1 through 5 Battlefield: Lanes 6 through 10
5:55 to 6:15	Osborn Park: Lanes 1 through 5 Open: Lanes 6 through 10 (Circle Swimming)
6:15 to 6:30	Open: Lanes 1 through 10 (Sprints)

Coaches Meeting: A coaches meeting with the referees will be held at 4:50 PM in the hospitality area in the hallway by the deep end of the pool. All head coaches and captains are requested to attend.

Senior Recognition: Senior swimmers from each team will be recognized over the course of the evening.
Before the meet: Patriot, Stonewall, Osborn
First Break: Battlefield
Second Break: Osborn Park

Meet Entries: Each team may enter a maximum of four entries in each individual event and one team entry in each relay. **Entries must be received by 7:00 PM on Tuesday, January 24, 2016. LATE ENTRIES OR ENTRY CHANGES WILL NOT BE ACCEPTED.** Please ensure all eligibility issues are addressed prior to submitting entries. Entries will be submitted in short course yard times with:

- Meet Entries datafile from Team Manager (Hytek)
- Meet Entries Report in Microsoft Word format from Team Manager with proof of times checked and Individual and Relays selected.
- Your team name, name of head coach, names of all assistant coaches, and email address and phone number of the person who can verify entries if required.
- A listing of team records in a Microsoft Word file (for publication in the heat sheet) and all records included in your Meet Entries datafile.

Please indicate on the entry sheet if the time was converted from short course meters. It is the responsibility of each team to do the conversion.

Email entries to Mary Ann Caron (mayc1020@yahoo.com) by Tuesday Jan 24, 2016, 7:00pm.

Entry sheets provided by host team will be used during the meet for all relay

events. Coaches will be provided with deck sheets for each relay event entered in the meet. Coaches must list the four participating members of the relay on relay entry cards in correct swim order. All entry cards will be presented to each lane recorder by a relay team member when the relay team reports to the starting block. Lane/Timer sheets will be provided by the host team for each individual event.

- Scoring: Swimmers placing in the top 16 for each individual event will earn points for their respective team. Points will be awarded as follows:
- 20, 17, 16, 15, 14, 13, 12, 11, 9, 7, 6, 5, 4, 3, 2, and 1 for places 1 through 16, respectively.
- Points will be doubled for relay events: 40, 34, 32, 30, and 28 for first through fifth place relay finish, respectively.
- Awards: The top three finishers in each event will receive awards during the awards presentations. **(Stonewall Jackson H.S.)** * See "Sequence of Events" below.
- Meet Results: Unofficial Meet results will be posted at the Freedom Center in two locations on the outside hallway by the double doors and by concession in the hallway. Coaches may obtain official results from the Administrative Official. Full meet results will be sent electronically to each team at the conclusion of the meet. Each Head Coach will receive a hard copy of the results at the conclusion of the meet.
- Seeding: Lane and heat assignments will be pre-seeded in the order of slowest to fastest according to entry times. There will be no clerk of course. Swimmers will report directly to the blocks as indicated in the program.
- USS Observed This will not be an observed meet. Times will not be entered into the SWIMS database.
- Rules: The 2016-2017 Swimming and Diving published by the National Federation of State High School Associations will apply.
- Concessions: Concessions will be available for purchase in the hallway behind the spectator stands during the course of the meet from 5:15 PM through 8:30 PM. Teams are requested to help maintain the cleanliness of the facility. **(Patriot)**
- Hospitality: Light snacks and drinks items will be provided for meet officials and coaches. **(Patriot)**
- Team Area: Each team will be assigned a team area. Only team members, coaches, and approved volunteers will be allowed in the team areas. Volunteers will be provided wristbands that will allow them in the team areas. As a courtesy to the spectators, coaches and swimmers are asked to not stand poolside from the spectator side of the pool.
- Coaches: Each head coach will be provided a coaching packet at the coaches meeting. Each packet will contain four copies of the swim meet program, swim meet roster, relay team event entry cards, and the meet timeline. Coaches will be required to list swimmers on the relay event cards.

- Meet Officials:** Referees, starters, and stroke and turn judges will be assigned by the Officials Contact. Volunteer coordinators from each school are encouraged to forward the names, credentials and contact information for four (4) officials to Kim Wiecki (kwiecki1@gmail.com) no later than January 26, 2016.
- The uniform for officials is a white, collared polo type shirt over navy blue pants, shorts, or skirt and white shoes. The officials meeting will be held at 6:00 PM in the hallway by the deep end of the pool.
- Timers:** The meet requires the use of three (3) timers/recorder per swimming lane. A timer may also serve as the recorder for that lane. Each team is requested to provide 4 names of timers/recorder and 2 relief timers to Head Volunteer Coordinator, Vince Butler (vbutler124@gmail.com) and copy the Officials Contact (Kim Wiecki kwiecki1@gmail.com) no later than Tuesday, January 26th, 2016. *Each team is requested to bring stopwatches for their own timers.* There will be a Timers meeting at 6:20 PM, First Shift timers must be behind the blocks at 6:45 PM.
- Marshalls:** Each team is also requested to provide the name for two deck marshals for time periods 4:15 PM to 7:15 PM and 7:00 PM to 10:00 PM when submitting the timer/recorder names. Marshalls should report to the Meet Referee or Volunteer Coordinator for briefing.
- Conduct:** The Cedar Run Conference promotes good sportsmanship at all athletic contests. The Championship meet is meant to be a celebration of a successful swim season. Each coach, swimmer, official and parent is expected to contribute in a positive manner to this meet. Swimmers may only use the competition pool, the warm-up lanes and additional designated areas.
- Deck changes are prohibited. Deck changing will be considered as unsporting conduct and will be penalized.
- Officials from the Freedom Center may expel anyone displaying inappropriate behavior from the facility. Each team is responsible for cleaning their team area at the conclusion of the meet.
- Inclement Weather:** The alternate date to be determined.
- Admission:** Admission is \$7.00 per person. **(Osborn HS)**
- Meet program:** Heat/Psych sheets will be available for sale at the meet concession stand (\$1.00).
- Conference Shirts:** Conference Meet shirts must be ordered prior to the meet. Form will be emailed to each school for distribution. **(Battlefield HS)**

TEAM VOLUNTEERS

TEAM: _____

Officials: 1. _____
2. _____
3. _____
4. _____

6 timer/recorders 1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

2 marshals 4:15 – 7:15 pm 1. _____
7:00 – 10:00 pm 2. _____

These volunteers will report to the check in area upon entering the facility. Volunteer assignments will be confirmed during the check-in process. Any questions pertaining to volunteer assignments should be directed to the Volunteer Coordinator, Vince Butler on deck.

(Save this form as your school name volunteers and submit this form to Volunteer Coordinator Vince Butler (vbutler124@gmail.com) by Tuesday Jan 24, 2017)

SEQUENCE OF EVENTS

<u>BOYS</u>	<u>EVENT</u>	<u>GIRLS</u>
1	200 Medley Relay	2
3	200 Freestyle	4
5	200 Individual Medley	6
7	50 Freestyle	8
PRESENTATION OF AWARDS FOR TOP 3 PLACES FOR EVENTS 1-6		
11	100 Butterfly	12
13	100 Freestyle	14
15	500 Freestyle	16
17	200 Freestyle Relay	18
PRESENTATION OF AWARDS FOR TOP 3 PLACES FOR EVENTS 7-16		
19	100 Backstroke	20
21	100 Breaststroke	22
23	400 Freestyle Relay	24
PRESENTATION OF AWARDS FOR TOP 3 PLACES FOR EVENTS 17-24		
PRESENTATION OF TEAM CHAMPIONSHIP TROPHIES		

Timeline for Cedar Run Conference Swimming Championships (Jan 27th)

4:45 PM	Swim Teams arrive at Freedom Center
4:50 PM	Coaches meeting with Referees
5:15 PM	Warm-ups begin
6:00 PM	Officials meeting
6:20 PM	Timers meeting
6:30 PM	Warm-ups end
6:35 PM	Senior Recognition (first three teams)
6:45 PM	First Shift Timers behind the starting block
6:55 PM	National Anthem
7:00 PM	Swim meet commences
9:45 PM	Swim Meet concludes, clean-up commences