

# HHAC Distance Meet December , 15, 2023

Beckerman Athletic Center – 225 Skiff Street, Hamden, CT. 06517

<https://goo.gl/maps/cxjj88uwSo4mxfwr7>

Held under sanction of USA Swimming and Connecticut Swimming, Inc. #S23- 50. In granting this sanction it is understood and agreed that USA Swimming and Connecticut Swimming, Inc. shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.

	Name	Email	Phone
Meet Director:	Jen Lyman	<a href="mailto:jlyman@hamdenhall.org">jlyman@hamdenhall.org</a>	(203) 464-6903
Meet Referee:	Bill Hawkins	<a href="mailto:willishawkins@comcast.net">willishawkins@comcast.net</a>	(860) 539-3942
Lead Admin Official:	Amy Bugge'	<a href="mailto:abugge@milforded.org">abugge@milforded.org</a>	(203) 415-9372
Entry Chair:	Jen Lyman	<a href="mailto:jlyman@hamdenhall.org">jlyman@hamdenhall.org</a>	(203) 464-6903
Safety Chair:	Martha Phelan	<a href="mailto:phelan.martha@gmail.com">phelan.martha@gmail.com</a>	
Officials Contact: (optional)	Bill Hawkins	<a href="mailto:willishawkins@comcast.net">willishawkins@comcast.net</a>	(860) 539-3942
Disability Contact (who to contact for disability access to your facility)	Jen Lyman	<a href="mailto:jlyman@hamdenhall.org">jlyman@hamdenhall.org</a>	(203) 464-6903

**MEET HOST:** HHAC

**WEBSITE:** <https://www.teamunify.com/team/cthhac/page/home>

**POOL EMERGENCY NUMBER:** (203) 752-2600

**COURSE:** SCY

**SESSION TIMES:** 3:30 warm-Up, 4:30 start

**DEADLINES:** deadline is December 1, 2023. Mail hardcopy and payment to the entry chairperson: Jen Lyman, PO Box 185051, Hamden, CT 06518. All entries must be legible and must use full names and registration numbers from USA Swimming registration. State how you will determine the date an entry is received (email receipt, payment receipt, etc.)

**DEADLINES:** Deadline is December 1, 2023. . Entries via e-mail will be used to determine the date an entry is received.

**PAYMENT INSTRUCTIONS:** Please make checks payable to **Hamden Hall**.

Mail to:

Jen Lyman

PO BOX 185051

Hamden, CT, 0618.

Payment must be received by **12/15/23**.

**ENTRY FEES:** Electronic entries: \$15.00 for individual events, \$15.00 for distance event, \$15.00 for relays. Per Swimmer Facility Fee: \$0.00. Manual entries: \$20.00 for individual events, \$20.00 for distance events,

\$00.00 for relays. **In the case of approved meets, include any other per swimmer fees here.** No refunds will be given for entries that are accepted, or for entries that are rejected due to improper entry.

**REGISTRATION REPORTING:** The Meet or Entry Director MUST run a meet verification report and give said report to the Meet Referee. This is to ensure that no swimmer without their APT credentials or unregistered swimmers participate in a sanction USA/CT Swimming meet.

**SANCTIONED OR APPROVED:** Sanctioned

**MEET DURATION:** Full meet with time limits as defined by CT/USA Swimming.

**MEET FORMAT:** The meet will be swum as (select one) 1. Timed-Final All events will be swum fastest to slowest. We will Alternate Girls and Boys in the 1650 only.

**FACILITY:** The Edwards Family Natatorium is a 6-lane, 25-yard pool. Water depth at start end is 13.6 feet. Water depth at turn end is 4 feet. The competition course has not been certified in accordance with 104.2.2C(4). The pool has electronic timing with a full display board. We will be using stopwatches for a back-up system should the timing system fail. The spectator seating will accommodate approx. 200 people.

Changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited.

**MEDICAL SUPERVISION:** Hamden Hall Country Day School will provide a lifeguard for the duration of warmup and each session(s). AEDS are located on the Beckerman Athletic Center lobby and Pool Office.

**WIFI ACCESS:** Not available

**WARM-UPS:** CT Swimming Warm-Up Procedures will be in effect.

Warmup 1 (13/Overs): 3:30-3:55pm

Warmup 2 (12/Under): 3:55-4:15pm

Warmup 3 (Sprints in lanes 2-3-4-5) (Pace in Lanes 1 & 6): 4:15-4:30pm

**EVENT INFORMATION:** No Concession provided

**ENTRY LIMITATIONS:** 3 maximum entries. No deck entries.

**SCRATCH PROCEDURES:** Coaches will receive a scratch sheet for the meet in their information packets listing all of their swimmers and events. Coaches must indicate all scratches on these sheets and turn them into the computer table within one half hour after the start of warm-up.

**FACILITY PROTOCOLS:** There will no use of the rest of the Athletic Facility. Pool, locker rooms and rest rooms only.

**SAFE SPORT POLICIES:** Spectators are allowed.

**DISABLED ACCESS:** Handicapped parking is available. The main entrance, locker rooms, spectator seating and pool entrances are handicapped accessible. Please contact the meet director if athletes, coaches or spectators require assistance For more information, please contact person listed on page 1.

**ELIGIBILITY:** Select one: 1. All USA Swimming clubs and individuals Athletes with Flex memberships must not have swum in more than one USA Swimming meet prior to this meet in order to be eligible.

**For Sanctioned Meets:** All athletes must be current athlete members of [USA Swimming](#). Age on the first day of the meet shall determine the swimmer's age and age group for the meet. Any swimmer, who is entered and is unregistered, will be scratched from the meet until registration is completed. See [CT Swimming athlete registration procedures](#). Registrations will not be processed at the meet. All coaches must present a valid USA Swimming coach card to the Meet Director prior to the commencement of any sanctioned swim meet, and must have this card with them while on deck. Clubs are reminded that participation of unregistered swimmers and/or coaches will result in a **\$100 fine** per instance, as described in CT Swimming meet policies: <https://www.ctswim.org/Customer-Content/www/CMS/files/Membership/Registration-Policy-for-Athletes.pdf> and [https://www.ctswim.org/Customer-Content/www/CMS/files/policies\\_admin/RegistrationPolicyforMeetHosts.pdf](https://www.ctswim.org/Customer-Content/www/CMS/files/policies_admin/RegistrationPolicyforMeetHosts.pdf)

Any swimmer entered in the meet must be certified by a USA Swimming member-coach as being proficient in performing a racing start or must start each race from within the water **without the use of the backstroke ledge**. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.

**For Approved Meets:** List any restrictions, such as membership in invited teams, age, etc.

**ADAPTED SWIMMING:** Any current athlete members of USA Swimming with a disability as defined by USA Swimming Rules and Regulations may enter this meet. If modifications to USA Swimming rules are necessary then the coach or athlete must notify the meet referee of any disability prior to competition. Adapted athletes may direct questions to the [Connecticut Swimming office](#).

**ENTRY TIMES:** Submit entry times in: [SCY](#)

**ELECTRONIC ENTRIES:** Electronic entries (such as from Hy-Tek Team Manager or other team management software) that are in CL2 or SD3/SDIF format may be emailed as an attachment to the entry chair at [jlyman@hamdenhall.org](mailto:jlyman@hamdenhall.org). Please check that your team name, address, and contact information are listed correctly in this file. Payment is due by December 23, 2023. Please send payment (instructions below) immediately after sending electronic entry to ensure entry into the meet.

**PAYMENT INSTRUCTIONS:** Please make checks payable to [Hamden Hall](#).

Mail to:

[Jen Lyman](#)

[PO BOX 185051](#)

[Hamden, CT, 0618.](#)

Payment must be received by [12/15/23](#).

**ENTRIES FROM ATHLETES WITH NO CLUB AFFILIATION:** Athletes entering this meet independent of a USA Swimming club or coach shall: 1.) be under the supervision of a USA Swimming coach for the duration of the meet. It is the swimmer's responsibility to make arrangements with a USA Swimming member coach prior to the meet. Athletes unaccompanied by a USA Swimming coach will not be permitted on deck. Please contact the Meet Director for assistance. 2) be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement. The name of the USA Swimming member coach supervising the athlete and racing certification should be submitted to the Meet Director with the entry.

All adult athletes, or parents of minor athletes, who enter without club affiliation will be required to attest to reading and understanding the [Minor Athlete Abuse Prevention Policy](#).

**OUTREACH ENTRY FEE REIMBURSEMENT:** Participating clubs will submit payment in full to the meet host for all Outreach athlete entry fees (splash fees). These fees will be reimbursed by CSI to the participating CSI club after completion of the meet. Scratches and 'No Swims' will not be reimbursed. For more information and to submit a reimbursement visit the [Outreach Athlete](#) page on ctswim.org.

### **CUT PROTOCOL:**

If the session is oversubscribed the following protocol will be instituted IN THE ORDER PRESENTED to reduce the timeline to the required length or participation number:

1. The distance events (500 meters or greater) may be heat limited to the **first 4** heats of entries per gender in the order they were received.
2. The maximum number of events allowed per day may be reduced by one (1).
3. **[This provision will always be last]** Visiting teams may be cut based on the date/time of the receipt of the final paid entry. If teams are cut, the host reserves the right to offer the available partial entry to the cut teams in the order that entries were received in order to fill the meet.

The host reserves the right to seek approval from Program Operations for additional changes, which may reasonably maximize participation opportunities.

Notification of any cuts or requests for changes must be made to Program Operations as soon as possible by the host. Attending teams will be notified no later than the Monday before the meet.

**NOTE:** If the host is required to institute the published cut protocol above. All accepted entries at the time that the cut protocol is instituted may be considered final by the host for the purposes of financial responsibility. (i.e. Teams submitting "placeholder" entries will be required to pay for the entries if the cut protocol is required).

**RESERVE THE RIGHT TO MAKE CHANGES:** In accordance with CSI Policies, the meet referee reserves the right to make any adjustments to the provisions of the meet announcement deemed necessary to ensure the fair and efficient running of the meet. The Meet Referee will seek Program Operations approval for all changes requiring approval. Clubs will be notified of changes no later than Monday before the meet.

**RELAYS:** No relays

### **SAFETY:**

1. Diving will be prohibited during warm-ups except in specifically announced one-way sprint lanes. There will be no diving in the warm-up and warm-down areas at any time
2. No shaving is permitted at the competition site.
3. No glass containers are permitted within the facility.
4. Swimmers must be under the supervision of a coach. If a swimmer arrives at the meet without a coach, the swimmer should notify the referee before he/she warms up. The referee will assign the swimmer to a registered coach for warm-ups.
5. Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.

**SWIMWEAR:** Per CT Swimming policy, swimmers 12 years old and younger are not permitted to wear "Tech Suits" at any CT sanctioned or approved meets. "Tech Suits" are defined as a suit that has Bonded Seams, Kinetic Tape, or Meshed Seams. Age is determined on the first date of the meet.

## **PHOTOGRAPHY AND VIDEO RECORDING:**

Meet Management has the full authority to restrict any and all photography, audio and visual recording using cameras, video cameras, tablets, cell phones or other electronic devices at a meet.

Photography or video recording from the deck is prohibited by all individuals, other than participating Coaches, unless prior authorization from the Meet Referee or meet referee has been granted.

Under no circumstances is photography or video recording permitted by anyone in the area adjacent to or behind the starting blocks, including spectator stands at deck level, while they are in use for race starting purposes during competition and warm-ups. Flash photography is prohibited during the start of any heat, including whenever any swimmer is stepping up or standing on a block for the purpose of the start of a heat.

Photography or video recording and the use of audio, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms. Additional "No Camera Zones" may be designated by Meet Management or the meet referee.

If individuals are properly credentialed, not obstructing movement on the deck and abiding by these rules, the following individuals may be allowed by Meet Management and the meet referee with prior authorization if they possess the following:

- Professional photographers with current, official media credentials that are promoting the sport of swimming
- Official team and professional meet photographers that are USA Swimming members, background checked, have signed off on MAAPP and completed Athlete Protection Training
- A participating athlete directly assisting a Coach, for instructional purposes, during an event using the Coach's electronic device

Any individual failing to abide by these rules may be ejected from the facility and be subject to a Code of Conduct violation at the discretion of Meet Management.

If individuals are properly credentialed, not obstructing movement on the deck and abiding by these rules, the following individuals may be allowed by Meet Management and the meet referee with prior authorization if they possess the following:

- Professional photographers with current, official media credentials that are promoting the sport of swimming
- Official team and professional meet photographers that are USA Swimming members, background checked, have signed off on MAAPP and completed Athlete Protection Training
- A participating athlete directly assisting a Coach, for instructional purposes, during an event using the Coach's electronic device

**DRONES:** 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. Exceptions may be granted with prior written approval by USA Swimming Vice President of Program Operations.

**RULES:** Current USA Swimming rules will govern all competition.

**TIME TRIALS:** [No Time trials](#)

**TIMERS, OFFICIALS OR WORK ASSIGNMENTS:** [Swimmers MUST provide their own counter and timer for the 500 Free and 1650.](#) 200 Stroke events and the 400 IMs will be timers assigned by team entry.

All teams will be required to provide timers in proportion to the size of their team entry. It is the responsibility of each team representative or coach to make sure that their timers report for the timers' meeting and remain in place throughout the session. Participating clubs will be notified of work assignments by the Tuesday before the meet.

All volunteers will be required to attest to reading and understanding the [Minor Athlete Abuse Prevention Policy](#).

**DECK ACCESS:** Only athletes, coaches, officials, and official meet staff actively participating in the meet are permitted on the pool deck.

**SCORING:** The meet **will not** be scored.

**AWARDS:** **No awards**

**CONCESSIONS:** **No.**

**HOSPITALITY FOR COACHES AND OFFICIALS:** **Yes**

**PARKING:** Free parking is available in the Beckerman Athletic Center parking lot

**2023 HHAC December Distance MeetDemo - 12/15/2023****Session Report**

Session: 1 Session 1

Day of Meet: 1 Starts at 04:30 PM Heat Interval: 15 Seconds / Back +15 Seconds

<b>Round</b>	<b>Event</b>	<b>Entries</b>	<b>Heats</b>	<b>Starts at</b>	
Finals	1 Girls 500 Freestyle	0	0	04:30 PM	_____
Finals	2 Boys 500 Freestyle	0	0	04:30 PM	_____
Finals	3 Girls 8-12 200 Breaststroke	0	0	04:30 PM	_____
Finals	4 Boys 8-12 200 Breaststroke	0	0	04:30 PM	_____
Finals	5 Girls 8-12 200 Backstroke	0	0	04:30 PM	_____
Finals	6 Boys 8-12 200 Backstroke	0	0	04:30 PM	_____
Finals	7 Girls 8-12 200 Butterfly	0	0	04:30 PM	_____
Finals	8 Boys 8-12 200 Butterfly	0	0	04:30 PM	_____
Finals	9 Girls 400 IM	0	0	04:30 PM	_____
Finals	10 Boys 400 IM	0	0	04:30 PM	_____
Finals	11 Girls 1650 Freestyle	0	0	04:30 PM	_____
Finals	12 Boys 1650 Freestyle	0	0	04:30 PM	_____
	Finish Time			04:30 PM	_____