

Centennial Center Distance Invite Distance Meet
November 16th 2018
230 Bushy Hill Road, Simsbury CT 06070
<https://goo.gl/maps/MzxfUxKSHpn>

Held under sanction of USA Swimming and Connecticut Swimming, Inc. #S18-39. 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.

EVENTS

	Name	Email	Phone
Meet Director:	Spencer Hartmann	Spencer.hartmann@ctoak.org	
Meet Referee:	Phil Civitello	pcivitello@ahold.com	
Lead Admin Official:	Spencer Hartmann	Spencer.hartmann@ctoak.org	
Entry Chair:	Spencer Hartmann	Spencer.hartmann@ctoak.org	
Safety Chair:	Spencer Hartmann	Spencer.hartmann@ctoak.org	
Officials Contact:	Phil Civitello	pcivitello@ahold.com	

MEET HOST: OAK

WEBSITE: www.ctoak.org

POOL EMERGENCY NUMBER: 860-305-9834

SANCTIONED OR APPROVED: Sanctioned

MEET DURATION: Mini meet with all sessions timed to three hours or less before scratches.

MEET FORMAT: The meet will be swum as Timed-Final; **events** will be swum fast-to-slow, alternating heats of women and men.

SCRATCH PROCEDURES: Coaches will receive a scratch sheet for the meet in their information packet when they arrive and check-in for the meet. This will list all of their swimmers and events. Coaches must indicate all scratches or none on these sheets and turn them into the computer table within 20 minutes after the beginning of warm-up.

FACILITY: The Ethel Walker Pool has an 8 lane, 25 yard short course pool. Water depth at start end is: 7'6". Water depth at turn end is: 7'6". The competition course has not been certified in accordance with 104.2.2C(4). Colorado Timing system will be used. There is bleacher seating for 75-100 spectators. The Gym maybe used for over flow for both swimmers and parents. Changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited.

DISABLED ACCESS: There is handicap parking and access to the Centennial Center along Sand Hill Road; all entrances and exits are handicap accessible.

COURSE: SCY

SESSION TIMES: Subject to Change 3:30 PM Warmup 4:30PM Start

WARM-UPS: CT Swimming Warm-Up Procedures will be in effect. General Warm up for 40 minutes for each session using all 8 lanes. Then a 15 minute session for one-way sprints and pace.

ELIGIBILITY: All USA Swimming clubs and individuals. 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

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](#).

EVENT INFORMATION: Distance Meet

ENTRY LIMITATIONS: 2 events per swimmer

ENTRY TIMES: Submit entry times in: SCY

DEADLINES: Deadline is November 10, 2018. Mail hard copy and payment to Spencer Hartmann 23 Alden Rd Windsor CT 06095. All entries must be legible and must use full names and registration numbers from USA Swimming registration. The date of receipt will be based upon when the email entry file is received by the entry chair.

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 spencer.hartmann@ctoak.org. Please check that your team name, address, and contact information are listed correctly in this file. Mail hard copy and payment to Spencer Hartmann 23 Alden Road Windsor CT 06095

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.

ENTRY FEES: Electronic entries: \$8.50 for distance event. Manual entries: \$12.00 for distance events. No refunds will be given for entries that are accepted, or for entries that are rejected due to improper entry.

PAYMENT INSTRUCTIONS: Please make checks payable to Charter Oak Aquatic Club and mail to: Spencer Hartmann 23 Alden Road Windsor CT 06095. Payment must be received by 11/10/18.

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:

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

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.

PHOTOGRAPHY AND VIDEO RECORDING:

Meet Management has the full authority to restrict any and all photography and visual recording at the meet. Photography or video recording (using cameras, video cameras, iPads, cell phones, etc) from the deck is prohibited by all individuals other than participating Coach and Athlete Members unless prior authorization from the Meet Referee or his/her designee has been granted. 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.

Additionally, the following "Non-Camera Zones" shall be enforced:

- Photography or video recording and the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.

- Photography or video recording (using cameras, video cameras, iPads, cell phones, etc) is not permitted in the area immediately behind the starting blocks at either end of the racing course(s) while they are in use for "race starting purposes" during competition and warm-ups.
- Additional "Non-Camera Zones" may be designated by Meet Management.

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.

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 the USA Swimming Vice President of Program Operations.

RULES: Current USA Swimming rules will govern all competition.

TIME TRIALS: No

TIMERS, OFFICIALS OR WORK ASSIGNMENTS: Participating clubs will be notified of work assignments by the Monday before the meet. Participants in the distance freestyle events must provide their own counter.

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

CONCESSIONS: Yes

HOSPITALITY FOR COACHES AND OFFICIALS: Yes

PARKING: Park in designated spots only DO NOT PARK ON GRASS

DIRECTIONS: The Ethel Walker School, Simsbury CT 06070 <https://goo.gl/maps/MzxfUxKSHpn>

Centennial Center Distance Invite Distance Meet
November 16th 2018
230 Bushy Hill Road, Simsbury CT 06070
<https://goo.gl/maps/MzxfUxKSHpn>

Held under sanction of USA Swimming and Connecticut Swimming, Inc. #S18-39. 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.

EVENTS

	Name	Email	Phone
Meet Director:	Spencer Hartmann	Spencer.hartmann@ctoak.org	
Meet Referee:	Phil Civitello	pcivitello@ahold.com	
Lead Admin Official:	Spencer Hartmann	Spencer.hartmann@ctoak.org	
Entry Chair:	Spencer Hartmann	Spencer.hartmann@ctoak.org	
Safety Chair:	Spencer Hartmann	Spencer.hartmann@ctoak.org	
Officials Contact:	Phil Civitello	pcivitello@ahold.com	

MEET HOST: OAK

WEBSITE: www.ctoak.org

POOL EMERGENCY NUMBER: 860-305-9834

SANCTIONED OR APPROVED: Sanctioned

MEET DURATION: Mini meet with all sessions timed to three hours or less before scratches.

MEET FORMAT: The meet will be swum as Timed-Final; **events** will be swum fast-to-slow, alternating heats of women and men.

SCRATCH PROCEDURES: Coaches will receive a scratch sheet for the meet in their information packet when they arrive and check-in for the meet. This will list all of their swimmers and events. Coaches must indicate all scratches or none on these sheets and turn them into the computer table within 20 minutes after the beginning of warm-up.

FACILITY: The Ethel Walker Pool has an 8 lane, 25 yard short course pool. Water depth at start end is: 7'6". Water depth at turn end is: 7'6". The competition course has not been certified in accordance with 104.2.2C(4). Colorado Timing system will be used. There is bleacher seating for 75-100 spectators. The Gym maybe used for over flow for both swimmers and parents. Changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited.

DISABLED ACCESS: There is handicap parking and access to the Centennial Center along Sand Hill Road; all entrances and exits are handicap accessible.

COURSE: SCY

SESSION TIMES: Subject to Change 3:30 PM Warmup 4:30PM Start

WARM-UPS: CT Swimming Warm-Up Procedures will be in effect. General Warm up for 40 minutes for each session using all 8 lanes. Then a 15 minute session for one-way sprints and pace.

ELIGIBILITY: All USA Swimming clubs and individuals. 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

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](#).

EVENT INFORMATION: Distance Meet

ENTRY LIMITATIONS: 2 events per swimmer

ENTRY TIMES: Submit entry times in: SCY

DEADLINES: Deadline is November 10, 2018. Mail hard copy and payment to Spencer Hartmann 23 Alden Rd Windsor CT 06095. All entries must be legible and must use full names and registration numbers from USA Swimming registration. The date of receipt will be based upon when the email entry file is received by the entry chair.

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 spencer.hartmann@ctoak.org. Please check that your team name, address, and contact information are listed correctly in this file. Mail hard copy and payment to Spencer Hartmann 223 Alden Road Windsor CT 06095

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.

ENTRY FEES: Electronic entries: \$8.50 for distance event. Manual entries: \$12.00 for distance events. No refunds will be given for entries that are accepted, or for entries that are rejected due to improper entry.

PAYMENT INSTRUCTIONS: Please make checks payable to Charter Oak Aquatic Club and mail to: Spencer Hartmann 23 Alden Road Windsor CT 06095. Payment must be received by 11/10/18.

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:

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

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.

PHOTOGRAPHY AND VIDEO RECORDING:

Meet Management has the full authority to restrict any and all photography and visual recording at the meet. Photography or video recording (using cameras, video cameras, iPads, cell phones, etc) from the deck is prohibited by all individuals other than participating Coach and Athlete Members unless prior authorization from the Meet Referee or his/her designee has been granted. 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.

Additionally, the following "Non-Camera Zones" shall be enforced:

- Photography or video recording and the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.

- Photography or video recording (using cameras, video cameras, iPads, cell phones, etc) is not permitted in the area immediately behind the starting blocks at either end of the racing course(s) while they are in use for “race starting purposes” during competition and warm-ups.
- Additional "Non-Camera Zones" may be designated by Meet Management.

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.

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 the USA Swimming Vice President of Program Operations.

RULES: Current USA Swimming rules will govern all competition.

TIME TRIALS: No

TIMERS, OFFICIALS OR WORK ASSIGNMENTS: Participating clubs will be notified of work assignments by the Monday before the meet. Participants in the distance freestyle events must provide their own counter.

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

CONCESSIONS: Yes

HOSPITALITY FOR COACHES AND OFFICIALS: Yes

PARKING: Park in designated spots only DO NOT PARK ON GRASS

DIRECTIONS: The Ethel Walker School, Simsbury CT 06070 <https://goo.gl/maps/MzxfUxKSHpn>

Centennial Center Distance Meet - 11/16/2018
Session Report

Session: 1 Distance Meet

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

Round	Event	Entries	Heats	Starts at	
Finals	1 Women 1000 Freestyle	0	0	04:30 PM	_____
Finals	2 Men 1000 Freestyle	0	0	04:30 PM	_____
Finals	3 Girls 12 & Under 500 Freestyle	0	0	04:30 PM	_____
Finals	4 Boys 12 & Under 500 Freestyle	0	0	04:30 PM	_____
Finals	5 Girls 12 & Under 200 Butterfly	0	0	04:30 PM	_____
Finals	6 Boys 12 & Under 200 Butterfly	0	0	04:30 PM	_____
Finals	7 Girls 12 & Under 200 Breaststroke	0	0	04:30 PM	_____
Finals	8 Boys 12 & Under 200 Breaststroke	0	0	04:30 PM	_____
Finals	9 Girls 12 & Under 200 Backstroke	0	0	04:30 PM	_____
Finals	10 Boys 12 & Under 200 Backstroke	0	0	04:30 PM	_____
Finals	11 Women 400 IM	0	0	04:30 PM	_____
Finals	12 Men 400 IM	0	0	04:30 PM	_____
	Finish Time			04:30 PM	_____