

Revised 08/06/2018



Integrity, Inclusion, Education, Excellence
Calvin Early Bird Meet
Hosted by: Calvin Swim Club
April 26-27, 2019

Approval: This meet is approved by Michigan Swimming, Inc. (MS), as a *timed final* meet on behalf of USA Swimming (USA-S), Approval Number **MIAP1819107**. In granting this approval it is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. MS rules, safety, and warm up procedures will govern the meet as if fully set forth in these meet rules.

Location: *Calvin College*
Venema Aquatic Center
3195 Knight Way SE
Grand Rapids, MI 49546-4406
<http://www.calvin.edu/map/directions.htm>

Times: *Friday, April 26, 2019*
PM Session: Open
Warm-up: 5:00PM; Events Begin: 6:00PM

Saturday, April 27, 2019
AM Session: 12 & Under
Warm-up: 7:30AM; Events Begin: 9:00AM

Saturday, April 27th, 2019 PM Session: Open
Warm-up: will begin 15 minutes after the conclusion of the morning session but not before 1:00PM;
Events Begin: one hour after warm-up begins but not before 2:00PM

Motels: Please visit your favorite Hotel booking website.

Facilities: *The Venema Aquatic Center is an 8 lane pool 50 meter pool where 7 lanes will be used for competition and one lane will be available for supervised warm-up and warm down. Depth at start is 8' and 15' at turn. Permanent starting blocks and non-turbulent lane markers will be used. Colorado timing with an 8 lane display will be used. There is ample balcony seating for spectators. Lockers are available (provide your own lock). Public phones will not be available. The competition course has not been certified in accordance with 104.2.2C (4).*

Deck Registration: Unregistered swimmers may register on deck at this meet by turning in the athlete registration form and payment to the Meet Referee. The cost of registering on deck is double the normal fee (\$156.00 per swimmer for 2018-19 registration).

Meet Format: *The Calvin Early Bird Meet is a meet where all events are timed finals.*

Entry Limits: Entries will be accepted on a first come first serve basis by date of email for electronic entries and date of receipt by the entry chair for hard copy entries until the Michigan Swimming Four (4) Hour time limit is met for those sessions with 12 and Under events. As set forth in entry procedures below, (A) a hard copy of your club's entry summary sheet, (B) your club's certification of entered athletes (for USA Swimming registered athletes only) and (C) your club's entry and entry fees must be received by the Entry Chair in a timely fashion prior to the start of the meet, or your swimmers will not be allowed to swim in the meet. Entries received after the four (4) hour per session time limit has been met will be returned even if received before the entry deadline.

Swimmers Without A Coach: Any swimmer entered in the meet, unaccompanied by a coach, must be approved by their 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.

Individual Entry Limits: Swimmers may enter a maximum 6 individual events and 1 relay per day.

Electronic Entries: \$5 per individual event and \$12 for relays. Please include a \$1.00 Michigan Swimming surcharge for each swimmer entered. Make checks payable to: **Calvin Swim Club**. See Michigan Swimming entry fee structure for appropriate fees for your type of meet.

Entry Procedures: Entries may be submitted to the Administrative Official as of April 12th, 2019 @ 12:00 PM (noon). The Administrative Official must receive all entries no later than April 19th, 2019 @ 11:59 PM. Entries must include correct swimmer name and age. Only athletes registered with USA Swimming are allowed to have an ID built in the entries. All individual entries should be submitted via electronic mail to the Administrative Official at **forbesajswim@gmail.com**. All entries will be processed in order by email date code or mail date code. Any entries submitted will be considered provisional until such time as the Administrative Official has received a hard copy of: (a) your club's entries (Team Manager Meet Entries Report), (b) your club's entry fees. This must

be received in a timely fashion prior to the start of the meet or your swimmers will not be allowed to swim in the meet.

Refunds: Once a team or individual entry has been received and processed by the Administrative Official there are no refunds in full or in part unless the "over qualification exception" applies.

Entries: Your club's Entry, Entry Summary Sheet, Release/Waiver, Certification of Entered Athletes and Check should be sent via U.S. mail or nationally recognized overnight courier to:

Administrative Officials - Adam Forbes : forbesajswim@gmail.com

Check In: Check in will be required and will be available 30 minutes prior to the start of warm up for each session. If mandatory check in is used, it will be required by the time set forth in this meet announcement. Failure to check in, if required, it will cause the swimmer to be scratched from all events in that session. Check in will close 15 minutes after the start of warm up for each session. Check in sheets will be posted. Check in sheets will be posted on the pool deck outside of the locker rooms.

Scratch Rules: Prior to check in close a swimmer may scratch events at the Clerk of Course. After check in closes, you must see the Meet Referee to scratch an event.

Marshaling - The Calvin Early Bird Meet is a self-marshaled meet.

Seeding - Seeding will be done after check in closes. Swimmers who fail to check in for an event will be scratched from that event. All events are timed finals and will be seeded slowest to fastest except for the 400 IM and 400 and 1500 free which will be swam fastest to slowest alternating genders

Deck Entries/Time Trials: Deck entries will be accepted if time permits at the discretion of the Meet Director and Meet Referee. Deck entries are \$7.00 per individual event and \$14.00 for relays. No Time Trials will be offered.

Meet Programs /Admissions: Admission to the Early Bird Meet is \$5.00 per day and children 10 & under are free. Heat sheets will be available for \$3.00 per session.

Scoring: No team or individual scoring will be kept.

Awards: Awards will be given in all 12 & under events. Awards for 12 & unders will be divided into 8 & under, 9 & 10 and 11 & 12 categories. Ribbons will be given for 1st -8th place in each category. No awards will be given in Open events.

Results: Complete Official meet results will be posted on the Michigan Swimming Website at <http://www.miswim.org/>. Unofficial results will also be available on flash drive (HY-TEK Team Manager result file) upon request. Teams must provide their own flash drive.

Concessions: Food and beverages will be available at the Calvin College concession stand. No food or beverage will be allowed on the deck of the

pool, in the locker rooms or in the spectator areas. A hospitality area will be available for coaches and officials.

Swimming Safety: Michigan Swimming warm up rules will be followed. To protect all swimmers during warm-ups, swimmers are required to enter the pool feet first at all times except when sprint lanes have been designated. No jumping or diving. The same rules will apply with respect to the warm-down pool and diving well. Penalties for violating these rules will be in the sole discretion of the Meet Referee which may include ejection from the meet.

Deck Personnel/Locker Rooms/Credentialing: Only registered and current coaches, athletes, officials and meet personnel are allowed on the deck or in locker rooms. Access to the pool deck may only be granted to any other individual in the event of emergency through approval by the Meet Director or the Meet Referee. The General Chair of MS, Program Operations Vice-Chair of MS, Officials Chair of MS, and the Michigan Swimming Office staff are authorized deck personnel at all MS meets. Personal assistants/helpers of athletes with a disability shall be permitted when requested by an athlete with a disability or a coach of an athlete with a disability.

Lists of registered coaches, certified officials and meet personnel will be placed outside the **stairway** to the **locker rooms**. Meet personnel will check the list of approved individuals and issue a credential to be displayed at all times during the meet. This credential will include the host team **name** as well as the function of the individual being granted access to the pool deck (Coach, Official, Timer, or Meet Personnel). In order to obtain a credential, Coaches and Officials must be current in all certifications through the final date of the meet. Meet personnel must return the credential at the conclusion of working each day and be reissued a credential daily.

All access points to the pool deck and locker rooms will either be secured or staffed by a meet worker checking credentials throughout the duration of the meet.

Swimmers with Disabilities: All swimmers are encouraged to participate. If any of your swimmers have special needs or requests, please indicate them on the entry form and with the Clerk of Course and/or the Meet Referee during warm ups.

General Info: Any errors or omissions in the program will be documented and signed by the Meet Referee and available for review at the Clerk of Course for Coaches review. Information will also be covered at the Coaches' Meeting.

First Aid: Supplies will be kept in **lifeguard office**.

Facility Items:

- (A) No smoking is allowed in the building or on the grounds of **Calvin College**.
- (B) Pursuant to applicable Michigan law, no glass will be allowed on the deck of the pool or in the locker rooms.
- (C) No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions.
- (D) An Emergency Action Plan has been submitted by the Host Club to the Safety Chair and the Program Operations Chair of Michigan Swimming prior to sanction of this meet and is available for review and inspection at the **pool office**.

- (E) To comply with USA Swimming privacy and security policy, the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- (F) Deck changing, in whole or in part, into or out of a swimsuit when wearing just one suit in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes is **prohibited**.
- G) 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.

Meet Director – Chris Sullivan, cms65@calvin.edu, (616)589-7928

Meet Referee – Scott Appleyard, rsappleyard@gmail.com, (616)304-2760

Safety Marshal – Helena Tolic, helena.tolic@gmail.com, (616)589-2261

Administrative Official – Adam Forbes, forbesajswim@gmail.com,
(616)430-0885

2019 Calvin Early Bird Meet

April 26-27, 2019

Events list

Approved Number: MIAP1819107

Open PM Session
Warm-up 5:00PM; Start 6:00PM

Girls	Event	Boys
1	Open 400 Freestyle Relay	2
3	Open 400 IM	4
5	Open 50 Butterfly	6
7	Open 200 Backstroke	8
9	Open 100 Breaststroke	10
11	Open 50 Freestyle	12
13	Open 200 Butterfly	14
15	Open 50 Backstroke	16
17	Open 1500 Freestyle	18

12 & Under AM Session
Warm-up 7:30AM; Start 9:00AM

Girls	Event	Boys
19	12 & Under 400 Freestyle	20
21	12 & Under 200 IM	22
23	12 & Under 100 Freestyle	24
25	12 & Under 50 Breaststroke	26
27	12 & Under 100 Backstroke	28
29	12 & Under 50 Freestyle	30
31	12 & Under 100 Butterfly	32
33	12 & Under 50 Backstroke	34
35	12 & Under 200 Freestyle	36
37	12 & Under 100 Breaststroke	38
39	12 & Under 50 Butterfly	40
41	12 & Under 400 Freestyle Relay	42

Open PM Session

Warm-up will begin after the conclusion of the morning session but not before 1:00PM; Meet will start one hour after warm-up begins but not before 2:00PM

Girls	Event	Boys
43	Open 200 Freestyle	44
45	Open 200 IM	46
47	Open 100 Backstroke	48
49	Open 200 Breaststroke	50
51	Open 400 Freestyle	52
53	Open 100 Butterfly	54
55	Open 50 Breaststroke	56
57	Open 100 Freestyle	58
59	Open 400 Medley Relay	60

