



# CPSL 8 & Under Championship Meet 2023

## MEET ANNOUNCEMENT

### About the Invitational Meet

Date: March 5, 2023

Location: Frederick County  
Natelli Family Y  
3481 Campus Drive  
Ijamsville, MD 21754

Entry Deadline: February 26, 2023

Hosted by: Frederick County YMCA

Meet Director: Nancy Pressly

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### ABOUT THE INVITATIONAL MEET

This meet is a closed, inter-association YMCA Invitational meet. This meet and all participants will adhere to the Rules that Govern YMCA Competitive Sports and the Swimming Addendum to the Rules that Govern YMCA Competitive Sports. USA Swimming technical rules will be followed.

**ADJUSTMENTS TO THE MEET ANNOUNCEMENTS:** The Meet Committee 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 or due to unforeseen issues of weather or facility problems. Changes will be communicated as far in advance as possible.

**MEET TIMELINE:** Warm-up and start times are subject to change depending on the size of the meet

Warm-ups: 9:00am

Session Start: 10:30am

**INCLEMENT WEATHER/CANCELTION:** If the meet needs to be cancelled due to inclement weather, information will be sent to the coaches by 5:00am (or earlier, if possible).

**COVID-19 RELATED PROTOCOLS:** For the health and safety of everyone involved in this event, all protocols and procedures as required by local and state health authorities, the host YMCA, the host facility and the USA Swimming LSC will be followed. These are included in this document.

### LOCATION AND FACILITY

Location: Frederick County Natelli Family Y  
3481 Campus Drive  
Ijamsville, MD 21754

Emergency Phone Number: 301-607-6900 (facility) 301-788-4201 (Coach)

The Natelli Family Y is configured as a 8 lane, short course. Water depth at start is 9 feet and at turn end is 3.5 feet. CTS Gen 7 electronic timing system will be used. The competition course has not been certified in accordance with 104.2.2C (4)

Spectator seating is available in the balcony

Swimmers and families will be in the gymnasium and other studio facilities between events. A clerk of course will line-up all swimmers for all sessions. Swimmers will be escorted to the pool deck by volunteers. No street shoes will be



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allowed on the pool deck. Swimmers should bring appropriate covering to walk throughout the facility.

### WEB SITE

Online Meet Results: Meet results will be available on Meet Mobile

### CONTACT INFORMATION

Meet Director: Nancy Pressly [FCYswimmeets@gmail.com](mailto:FCYswimmeets@gmail.com)

Entry Chairperson: Nancy Pressly [FCYswimmeets@gmail.com](mailto:FCYswimmeets@gmail.com)

Meet Referee: Kyle Bostian [KLBostian@gmail.com](mailto:KLBostian@gmail.com)

Volunteer Coordinator: Amy Hain [FCYswimmeets@gmail.com](mailto:FCYswimmeets@gmail.com)

### NOTICES

Please read the COVID disclaimer at the end of this meet notice. Additional information will be distributed to participating teams closer to the date of the meet, if needed.

### ELIGIBILITY

#### ATHLETE

**YMCA Membership:** An athlete must be a YMCA member in good standing who holds an annual, full privilege membership at the YMCA he/she represents for a period of at least 30 days prior to the first day of the meet.

**Amateur Status:** An athlete may not have represented a college, university or other post-high school institution in any competition and may not have accepted pay or compensation for competing as a swimmer.

**Unattached Athletes:** There is no "unattached" status in YMCA Swimming.

**Age:** An athlete must be not older than eight (8) years of age. Age groups for competition will be determined by age as of 12/01/2022.

**Times:** No Time (NT) is acceptable for this meet. A coach's time may be used if the event has not been previously swum in competition to help with proper seeding.

**Athletes with a Disability:** Swimmers with a disability are welcome to enter this meet. The coach or team entry person must alert the meet director and the meet referee as to the need for any special accommodations



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or seeding arrangements at the time the entry is submitted. If modifications to USA Swimming rules are necessary, then the coach or athlete must notify the meet referee of any disability prior to competition.

### COACH

**Required Certifications:** Coaches must hold current certifications in the following courses in order to receive a deck credential:

- Safety Training for Swim Coaches
- Basic Life Support (Professional Rescuer CPR)
- First Aid
- Principles of YMCA Competitive Swimming and Diving
- Child/Athlete Protection Training

A list of the acceptable certifications can be found in the CERTIFICATION REQUIREMENTS FOR SWIM COACHES or SWIMMING ADDENDUM TO THE RULES THAT GOVERN YMCA COMPETITIVE SPORTS

**Coach Registration:** Each coach must have completed the annual YMCA on-line coach registration process prior to the entry deadline. Coaches who are not registered and approved will not be permitted on deck.

**Teams without A Coach at the Meet:** All athletes and teams must have at least one certified and credentialed YMCA coach designated as being responsible for their supervision during competition. When a YMCA team will not have a coach present, that YMCA may authorize an eligible coach from another YMCA attending the meet to be responsible for their athletes at the meet. The Meet Director and Meet Referee must be notified of this situation.

### TEAM

**Team Registration:** Each team must have completed the annual YMCA on-line team registration and paid the annual registration fee prior to the entry deadline.

**Insurance:** Each team that participates in the meet must have a current and correct Certificate of Liability Insurance, in effect through the last day of the meet.



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### ENTRY INFORMATION

<b>Entry Deadline</b>	Sunday, February 26, 2023 9:00pm
<b>Entry Fees</b>	Individual Event: \$8.00 Relay Events: \$24.00 Facility Surcharge per Swimmer:\$6.00
<b>Entry Limits</b>	Maximum of 3 individual events Maximum 1 relay event

**ENTRY LIMITS:** A swimmer may swim no more than 3 individual events and 1 relay. No deck entries will be allowed.

**TIMES:** No Times (NT) are allowed. A coach's time may be used if the event has not been previously swum in competition to help with proper seeding. Submit entry times in SCY.

**ENTRY PROCEDURE:** All entries must be submitted via Hy-Tek's team manager/team unify to the meet entry chairperson at [FCYswimmeets@gmail.com](mailto:FCYswimmeets@gmail.com). **Please put "Meet Entries" and your team name in the subject line.** Please include entry fee report & insurance certificate with your entries. Entries will not be considered complete until payment has been received. No manual entries will be accepted.

**PAYMENT:** Meet entry fees should be mailed to arrive by Thursday prior to the meet or brought to the meet and hand delivered to the meet director.

Checks should be made payable to **Frederick County YMCA** and mailed to:  
Nancy Pressly  
Frederick County YMCA  
97 Ashley Ct  
Myersville, MD 21773

**OVER-SUBSCRIPTION:** Entries will be accepted in the order they are received. Once the meet is fully subscribed, no additional entries will be accepted. Teams will be notified by Monday evening, 2/27/2023 if their entries were not accepted.

### VOLUNTEERS/OFFICIALS/TIMERS

#### OFFICIALS AND TIMERS:

**Officials:** Officials will be needed for all sessions. Certified YMCA or USA-S officials should sign-up, preferably by 2/26/2023, using the form at the following link: <https://www.signupgenius.com/go/5080F4EAF92AA4FA7-8andunder1>.



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**Timers:** Teams will be required to provide timers. The quantity of timers per team will be based on the number of swimmers your team has entered. The meet entry director will contact teams with the number of volunteers needed from each team.

**Clerking:** Each team is responsible for getting their swimmers to the clerking area. FCY will be responsible for clerking swimmers from the main clerking area to the blocks.

**Teams will be responsible for clerking their own relays directly to the blocks.**

**SIGN-UP PROCEDURE:** Teams will be asked to provide their list of volunteers via email.

**Safe Sport Requirement:** All head coaches are responsible to ensure that all of their team meet volunteers have been appropriately screened through their YMCA.

### CHECK-IN PROCEDURE

**MEET CHECK-IN PROCEDURE:** A greeter will be available inside the front entrance to check-in volunteers and officials. Volunteers will receive wristbands allowing them on-deck access.

Coaches should check-in on deck at the admin table.

**COACHES MEETING/SCRATCH MEETING:** There will not be a coaches/scratch meeting for this event. All communications prior to the start of the meet will be via email.

#### **OFFICIALS AND TIMERS MEETING:**

Officials Briefing: 8:15am on deck

Timers Meeting: 8:30am on deck

### MEET PROCEDURES AND OPERATIONS

**MEET COMMITTEE:** The Committee will consist of the Meet Director, Meet Referee, and host team Head Coach.

**RULES:** The meet will run under Rules That Govern YMCA Competitive Sports, Swimming Addendum to the Rules That Govern YMCA Competitive Sports, and USA-S Technical Rules.

**MEET FORMAT:** The meet will be swum using a Timed finals format. Swimmer's age will be determined as of December 1, 2022.



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**EVENT SEEDING:** Events will be seeded Slowest to Fastest. The Meet Referee/Administrative Official reserve the right to combine heats.

**SCRATCH PROCEDURES:** An athlete is considered entered into an event unless he/she scratches from that event. If an athlete does not scratch from an event and does not swim the event, that event still counts toward the athlete's total number of events for the meet.

**WARM-UP SAFETY PROCEDURES:** Teams will be assigned lanes for warm-ups. Teams may need to share lane space and work cooperatively in reflection of the YMCA values and sportsmanship.

During designated warm up sessions, athletes may only enter the competition pools from the starting end. Feet first entry into the pool is required. The exception is during specific warm up periods when practicing racing starts under the supervision of a coach.

Coaches are responsible for the safety of their athletes and are expected to monitor them at all times during warm up sessions.

**STARTS:** 'Fly-over' starts will be used at this meet for all events 50 yards or longer. Please make sure your swimmers understand how 'fly over' starts are done.

**RESULTS:** Any results displayed on the scoreboard are unofficial until final results are published. Preliminary results will be posted hard copy in the facility and will be available via Meet Mobile. Final meet results will be emailed to all participating teams at the conclusion of the meet.

**PROTEST PROCEDURE:** Protests may only be initiated by a person with standing, that is, a coach or YMCA supervisor whose team is competing in the meet. The Meet Committee will arbitrate protests, eligibility issues, safety rules and other issues

Protests against the judgment decisions of starters, stroke, turn, place and relay take-off judges can only be considered by the Referee and the Referee's decisions will be final (USA-S Rule 102.23).

**CONDUCT AND RESTRICTIONS:** The Meet Referee reserves the right to dismiss any swimmer, coach and/or spectator from the competition due to inappropriate conduct

- Deck access is limited to only registered and approved coaches, swimmers, volunteers and working officials.
- All swimmers must use Guest Locker rooms only. No spectators allowed in the Guest Locker rooms.



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- Swimmers are not allowed in the spectator balcony.
- Swimmers cannot be in the Health & Wellness Center or other closed portions of the facility.
- No food and drinks (other than water) are allowed in the gym/studios. Eating is allowed in Community Room A, near the concessions stand.
- Except where the venue facilities require otherwise, changing, into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is prohibited. The USA Swimming Rulebook defines Deck Change as: Changing, in whole or in part, into or out of a swimsuit (excluding a drag suit) in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes while at a practice, competition, or other pool-related activity." This includes slipping off the top of a one-piece performance suit to place on an alternate bikini top immediately following a race.
- Glass, Food, and Chairs are not permitted on deck.
- The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- Photographs are not allowed to be taken behind the block during warm-ups or competition.
- Massage tables are not permitted.
- Individuals are responsible for the security of their personal belongings and are encouraged not to bring valuables to the meet venue and not to leave items unattended.
- Swimmers are not permitted in the spectator stands
- Shaving is not permitted in any areas of the facility.

### AWARDS AND RECOGNITION

**SCORING:** The following points will be awarded for 1<sup>st</sup> through 6<sup>th</sup> place:  
7-5-4-3-2-1

Points for relays will be awarded 14-10-8-6-4-2

**AWARDS:** Individual Events: Top three (3) will receive medals, places 4<sup>th</sup> through 6<sup>th</sup> will receive ribbons.

Relay Events: Top three (3) will receive medals

### SPECTATORS

**ADMISSION FEE:** None





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**HEAT SHEETS/PROGRAMS:** Programs will not be available for sale however the meet will be available on Meet Mobile and meet programs will be sent electronically to coaches for electronic distribution.

**CONCESSION STAND:** Will be available throughout the meet.

**ATHLETE APPAREL:** TBD

**SEAT SAVING POLICY:** There is limited spectator viewing in the balcony. We request that spectators watch their swimmer then return to seating in the gym/studio. There will be no saving of seats in the spectator area.

**HANDICAP SEATING:** Please notify us ahead of time with any handicapped needs so arrangements can be made.

### **CONDUCT AND RESTRICTIONS:**

- No Flash Photography at the start of competition races.
- No personal chairs are allowed in the spectator area.
- Adults should use restrooms off the main lobby or the Adult locker rooms.
- Adults are **NOT** allowed in the Guest locker rooms.
- Parents are responsible for the conduct of their children. Children are not allowed to roam the facility unattended.
- Spectators are not allowed in Health & Wellness Center or other closed portions of the facility.
- No food and drinks (other than water) are allowed in the gym/studios. Eating is allowed in Community Room A, near the concessions stand.
- The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- Spectators are not permitted on deck
- No smoking, drugs, or alcohol are permitted in the swimming complex.

## **LIABILITY, SAFETY AND EMERGENCY PROCEDURES**

**INSURANCE:** Each Association participating in this meet must have insurance coverage for representative(s) including leadership and participants who will be in attendance for the period of the meet. The Declaration Form must be signed by each YMCA participating in the meet.

**EMERGENCIES:** The facility personnel will handle all emergencies 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.



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Any coach, athlete or official who recognizes an emergency situation should immediately inform the facility's personnel and then make sure the vicinity of the emergency is clear for the emergency personnel to do their job.

**UNACCOMPANIED ATHLETE:** Each athlete must have a certified coach responsible for him/her while on the pool deck. The coach of the athlete must authorize in writing a coach from another team to represent their team and be responsible for the swimmer(s).

**CONCUSSION AWARENESS:** This meet will follow the YMCA of USA Concussion procedure. Anyone who observes or has knowledge of a potential head injury should immediately notify lifeguards and/or hired medical personnel. Once the injury report is completed, the lifeguard and/or hired medical personnel will notify the Event Staff, the athlete's coaching staff, and the Meet Director.

If a head injury occurs, the action plan below will be followed:

1. Athlete is removed immediately from participation by the Meet Director
2. Athlete must be evaluated by a licensed health care professional experienced in identifying and treating concussions. In addition, the athlete must be in compliance with the laws that are in effect within the jurisdiction where the meet is held.
3. The coaching staff will inform the athlete's parents or guardians about the possible concussion and give or send them the fact sheet on concussion.
4. The athlete will not be allowed back to warm-up or compete until a health care professional, experienced in evaluating concussions determines that the athlete is symptom-free and is OK to return to participation.

**LIGHTNING POLICY:** The National Lightning Safety Institute, National Athletic Trainers Association, American College of Emergency Physicians, USA Swimming, and YMCA of the USA all recommend or require closing an indoor pool during an electrical storm. This policy will be followed at the meet.

### DIRECTIONS

From I-270 – Take Exit 26 for MD-80. Proceed on MD-80 Eastbound approximately 1 mile. Turn right onto Campus Drive (this is at a set of lights). Take your first left into the Y parking lot.

### LODGING

If needed, numerous hotels are available in the Frederick area.



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### **PARKING**

Parking is available in the Y parking lot. Park only in marked spaces. Do not park in fire lanes. Illegally parked cars are subject to towing at the owners expense.



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### APPENDIX 1: ORDER OF EVENTS

Sunday, March 5, 2023  
Warm-ups Begin @ 9:00 a.m.  
Session Begins @ 10:30 a.m.

BOYS	EVENT	GIRLS
1	8 & Under 100 Medley Relay	2
	5 minute break after relays	
3	6 & Under 25 Freestyle	4
5	7 Year Olds 25 Freestyle	6
7	8 Year Olds 25 Freestyle	8
9	6 & Under 25 Butterfly	10
11	7 Year Olds 25 Butterfly	12
13	8 Year Olds 25 Butterfly	14
15	8 & Under 100 IM	16
17	6 & Under 25 Backstroke	18
19	7 Year Olds 25 Backstroke	20
21	8 Year Olds 25 Backstroke	22
23	6 & Under 25 Breaststroke	24
25	7 Year Olds 25 Breaststroke	26
27	8 Year Olds 25 Breaststroke	28
29	8 & Under 50 Freestyle	30
31	8 & Under 100 Freestyle Relay	32



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## APPENDIX 2: YMCA MEET DECLARATION FORM

*(Note: Return signed Declaration form to the meet director)*

**Participating YMCA:** \_\_\_\_\_

**YMCA Address:** \_\_\_\_\_

**Meet Name:** CPSL 8 & Under Championship Meet

**Meet Date(s):** March 5, 2023

**Meet Host:** Frederick County YMCA

**Meet Location:** Natelli Family YMCA, 3481 Campus Dr, Ijamsville, MD 21754

We the undersigned attest to the following:

**SWIMMERS** - All swimmers representing the YMCA above are full privilege members of the YMCA and meet the eligibility requirements.

**COACHES** - All coaches representing the YMCA above hold current certifications in BLS (Professional Rescuer CPR), First Aid, Safety Training for Swim Coaches, Child/Athlete Protection Training and Principles of YMCA Competitive Swimming and Diving and have completed the annual YMCA coach registration online.

**INSURANCE** - Our Association now has insurance coverage for representative(s) including leadership and participants who will be in attendance at the Last Chance Qualifying Meet for the period of the meet. I hereby certify that YMCA has a minimum of \$1,000,000/\$2,000,000 in liability insurance that covers our coaches and swimmers during their participation in the Last Chance Qualifying Meet.

**RELEASE** - In consideration of your accepting this entry, I hereby, for myself, heirs, executor and administrators, waive and release any and all right and claim for damages I may have against the YMCA of the USA, Frederick County YMCA, their agents, representatives or assigns, and the Natelli Family YMCA, 3481 Campus Drive, Ijamsville, MD 21754 for any and all injuries which may be suffered by participants at the Last Chance Qualifying Meet. Furthermore, we understand that the YMCA of the USA and Frederick County YMCA are not responsible for any intended or unintended consequences related to removing an athlete from competition for a head injury. This includes, but is not limited to, any financial reimbursement associated with such removal.

\_\_\_\_\_  
*Name and Signature of Head Coach*

\_\_\_\_\_  
*Name and Signature of YMCA Executive Director or Designee*



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**APPENDIX 3: ENTRY FEE REPORT**

Send to:

Nancy Pressly  
Frederick County YMCA  
97 Ashley Ct  
Myersville, Maryland 21773

Please send this form electronically along with entries and hard copy along with payment

CLUB NAME: \_\_\_\_\_

CLUB COACH: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

TOTAL INDIVIDUAL ENTRIES: \_\_\_\_\_ X \$8.00 = \_\_\_\_\_

Relay Entries: \_\_\_\_\_ X \$24.00 = \_\_\_\_\_

PER SWIMMER SURCHARGE: \_\_\_\_\_ X \$6.00 = \_\_\_\_\_

TOTAL ENTRY FEE: \_\_\_\_\_

**\*HyTek Team Manager "Meet Entry Fees" report may be substituted for this form only if it contains all the information requested above.**

\* All Entries for the meet must be submitted by coaching staff.