



**St. Nick's 8 & Under Invitational
December 13, 2015
Hosted by Excel Aquatics**

This meet will be conducted under the auspices of Southeastern Swimming, Inc. of USA Swimming. USA technical rules and regulations will be followed with the exception of items specifically addressed in the meet information sanctioned by Southeastern Swimming, Inc.

Sanctioned by Southeastern Swimming, Inc. - SANCTION #: 15SEXCEL12-13
TIME TRIAL SANCTION #: 15SEXCEL12-13TT

HOST: Excel Aquatics
920 Heritage Way
Brentwood, TN 37027
615-370-3471, ext. 2123 www.excelaquatics.org

LOCATION: Williamson County Indoor Sports Complex
920 Heritage Way
Brentwood, TN 37027

PARKING: Parking is Free. There are 3 parking lots available for the meet. Participants may park in either the main parking lot or the overflow lots. Please enter the pool through the main entrance to the Indoor Sports Complex. Pool fire exit doors will not be used for entrance.

OFFICIALS:

MEET DIRECTOR:	Lori Biller	tlbiller@comcast.net
MEET REFEREE:	Clay Minatra	clayminatra@gmail.com
ADMINISTRATIVE OFFICIAL:	Adam Engle	auengle@yahoo.com
ENTRY CHAIR:	Colin Faris c/o Excel Aquatics 920 Heritage Way Brentwood, TN 37027 xcelmeetentries@gmail.com	

FACILITY: POOL - Two Indoor 8-lane, 25-yard competition pools (the meet may run in one pool). Non-turbulent lane lines. 7-foot minimum, 10-foot maximum pool depth measured for a distance of 3 feet 3½ inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from both end walls. Paddock racing blocks for all events of 50 yards or longer. Warm-ups lanes are available at all times. Spectator seating is provided for approximately 750 people. No outside food or coolers are allowed inside the pool area.

The competition course has been certified in accordance with USA Swimming Rules 104.2.2C(4). The copy of such certification is on file with USA Swimming except where 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. Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, restrooms, or locker rooms.

TIMING: Fully automatic Daktronics electronic timing system and two scoreboards with lane/time/place display. Manual backup.

ELIGIBILITY: All participants must be USA Swimming registered athletes. Entries will not be accepted without current registration numbers. Entries listed as “registration applied for” will not be accepted. There will be NO on-deck USA Registration available at this meet. A swimmer’s age on the first day of the meet will determine his or her age for the entire meet.

SWIMMERS WITH DISABILITIES: Swimmers with disabilities are welcome and are encouraged to complete the Information Form for Disabled Swimmers and return it with the entries. It is the responsibility of the coaches to contact the Meet Referee with specific requests.

FORMAT: Timed finals for all events.
Host Club reserves the right to swim all events in one or two pools.

Warm-Ups: 1:00 PM
Start: 1:45 PM

Warm-ups will follow the General Warm-Up Guidelines included in this packet. Please see warm-up guidelines on the last page of this packet.

ENTRIES: Swimmers may enter up to five (5) individual events. Entry times should be in Short Course Yards (SCY). The required method of entry is email. Teams must submit their entry in a zipped file via email. A printed report including full name, USA number, event numbers, and entry times of all swimmers must be included with the entry. This report will serve as the official entry form. Individual entries and a signed release with fee summary must be mailed within 72 hours of the meet entry deadline. Your team will be notified if there is a change in the order of events. On deck registration for open lanes will only be open until 1:45pm the day of the meet. No new heats will be formed.

EMAIL ENTRIES: The following guidelines must be followed for email entries:

1. Official entry forms and all entry fees and swimmer surcharges are due within 72 hours of receipt of entry.
2. Email entries must be zipped so that it arrives to the entry chair intact.
3. The club’s entire entry must be sent in one email. Please do not flood the entry chair with several emails, which compose one single team entry.

ENTRY FEES: \$6.00 per individual event (\$8.00 per late/deck entry)
\$12.00 per relay event (\$14.00 per late/deck entry)
\$10.00 per swimmer facility surcharge
\$3.00 surcharge per swimmer (if team is a member of SES).
\$5.00 Non-SES surcharge per swimmer (if team is outside Southeastern Swimming LSC)

Make checks payable to Excel Aquatics.

NOTE: Late/deck entries will be accepted until one half hour before the start of the meet based on lane availability. No new heats will be formed. All entry fees are non-refundable.

ENTRY

DEADLINE: All entries must be sent to the Entry Chair. Entries will not be accepted prior to Friday, October 30, 2015, at 8:00am CST and will not be accepted after 8:00pm Tuesday, November 24, 2015.

RULES & SAFETY Current USA Swimming and Southeastern Swimming Rules will govern the conduct of the meet unless otherwise noted herein. All USA Swimming and SES safety rules will be strictly enforced. At a sanctioned competitive event, USA Swimming athlete members must be under the supervision of an USA Swimming member coach during warm-up, competition, and warm-down. The Meet Director or Meet Referee shall assist the athlete in making arrangements for such supervision.

Insurance regulations require that all swimmers, coaches, judges, starters and referees be a current member of USA Swimming, Inc. It is each club's responsibility to register their swimmers, coaches and officials. Swimmers, coaches and officials who are not current members of USA Swimming, Inc. may not participate in the meet nor be on the pool deck. **ONLY MEET WORKERS, COACHES, OFFICIALS AND SWIMMERS WILL BE ALLOWED ON THE POOL DECK AREA BEHIND THE STARTING BLOCKS.** Coaches **MUST** constantly display their current USA Swimming coach credentials to gain deck access. The Meet Referee reserves the right to ask for coach credential display and/or deny deck access if the coach does not comply or card is no longer valid/current. Any swimmer entered in the meet, unaccompanied by a USA Swimming member coach, 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. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.

WARM UPS: **Southeastern Swimming Meet Safety Guidelines and Warm-up Procedures will be in effect at this meet.** The Meet Director will post and announce the warm-up assignments prior to the start of the meet warm-up. Alternatively, warm-ups will be conducted as open warm-ups with dedicated pace and sprint lanes announced as the need occurs. Swimmers attending the meet without a coach must report to the Meet Director or Referee to be assigned a coach for warm-up prior to each session unless their coach has submitted a Swimmer Assignment form prior to the meet.

TIME TRIALS: Time Trials will be held at the conclusion of the meet, time permitting, at the coach's request. Time Trials are intended only for swimmers attempting to qualify for National Championships, Sectional, or LSC Championship meets. Athletes whose entry times do not closely approach these time standards may be denied entry into time trials. Athletes may enter as many time trial events as desired as long as they do not exceed the 5 events per day limit. Fees: \$8.00 per individual event; \$14.00 per relay. Sign-up deadlines will be announced during the meet.

LIMITATIONS: The host club reserves the right to limit events, heats or distance in order to ensure completion of the session with the 4-hour time rule guideline. Any entries, which are cut by the host club, will be refunded.

AWARDS / SCORING: No scoring for individual or relay events.
Medals will be awarded for 1st-8th place in all events

CLERK of COURSE: The host club reserves the right to assign all events to the Clerk of the Course.

SEEDING: All events will be seeded slowest to fastest. Be sure all entry times are in Short Course Yard (SCY) to ensure that swimmers are properly seeded.

STARTS: At the Meet Referee's discretion, fly-over starts may be implemented in order to ensure each session is completed in a timely manner.

OFFICIALS' CORNER: Visiting officials are welcome and encouraged to participate. The Meet Referee is asking all officials who are available to serve at this meet to notify him by email of their availability. All officials must wear current USA Swimming membership credentials while on deck and must present current Officials certification card to the Meet Referee at check-in. Please contact Clay Minatra at clayminatra@gmail.com with level of certification and sessions desired. Southeastern Swimming, Inc. Officials dress code is white polo shirt, khaki pants/shorts/skirt, and white shoes and is to be worn for all sessions. Officials' briefings take place 45 minutes prior to the start of each session in the hospitality room.

COACHES' CORNER: The coaches meeting will be on Sunday, December 13th at 1:30 in the hospitality room. No swimmers will be allowed in the pool during this time. Competition will not start until after the conclusion of the coaches meeting. When picking up the team's packet, coaches are asked to show valid coaches cards. No coaches will be allowed on the pool deck without providing current USA Swimming Registration Card indicating full Coaching privilege. Coaches are asked to ensure that the Clerk of the Course has a completed Team Information sheet with the lead deck coach's cell phone number listed. Coaches expecting to have swimmers participating in a session that the coach will not be attending are asked to complete a Swimmer Assignment form in advance of the session and send it to the Meet Referee and Meet Director by email. **All teams are asked to completely fill out the enclosed Team Information Form, including the names and contact numbers for all registered officials affiliated with the team that are willing to serve as a**

meet official during the weekend.

SPECTATORS' CORNER: Admission is free. Food and beverages will be available for purchase. Spectator seating is provided for approximately 750 people. No outside food or coolers are allowed inside the pool area. Spectators must comply with all signs or verbal directions from meet officials limiting or restricting the use of certain areas for seating or standing. No smoking is allowed anywhere on the site.

PHOTO POLICY: The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, restrooms, or locker rooms. NO team, parent or press photographers will be permitted on deck unless the Meet Director, Lori Biller, has issued them a credential. Under NO circumstances will video or still photography be allowed 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". Acceptable areas for approved photographers include the side courses of the pool.

PSYCH SHEETS & HEAT SHEETS:

The Psych Sheet will be available online at www.excelaquatics.org the Monday before the meet. HEAT SHEETS WILL NOT BE SOLD AT THE MEET. Heat Sheets will be available in a printable format on the St. Nick's Event Page at www.excelaquatics.org the day before the meet.

HOSPITALITY: There will be hospitality available for coaches and officials.

ADMISSION & CONCESSIONS:

Admission is Free. Food and beverages will be available for purchase.

RECYCLING: EXCEL AQUATICS is supporting the SES Recycling Initiative (a pilot program for USA Swimming) at meets. Please look for additional information about this Initiative posted at the swimming venue and assist EXCEL AQUATICS with this Initiative.

MEET EVALUATIONS: Please send any comments, suggestions, or evaluations concerning the meet to:

Phil Krause, General Chairman, SES
P. O. Box 30318
Pensacola, FL 32504
gpacswimcoach@gmail.com



**St. Nick's 8 & Under
Invitational
December 13, 2015**

ORDER OF EVENTS

WARM-UP: 1:00 pm

COMPETITION: 1:45 pm

WOMEN	EVENTS	MEN
1	8 & Under 100 Medley Relay	2
	10 minute break	
3	8 & Under 25 Backstroke	4
5	8 & Under 50 Freestyle	6
7	8 & Under 25 Breaststroke	8
9	8 & Under 50 Backstroke	10
11	8 & Under 25 Fly	12
13	8 & Under 25 Freestyle	14
15	8 & Under 100 IM	16
	10 minute break	
17	8 & Under 100 Free Relay	18



SOUTHEASTERN SWIMMING, INC.
INFORMATION FORM FOR SWIMMERS WITH A DISABILITY
This non-mandatory form is for accommodation purposes.

Name_____

Address_____

Team_____ USA Registration # _____

Age and DOB: _____ Events to be swum:

_____/_____/_____/_____/_____

_____/_____/_____/_____/_____/_____/_____/_____/_____

Type of Disability Blind___ Cognitive/Intellectual ___Deaf ___Physical___ Other___

Extent of Disability: Be specific e.g. totally or partially blind, totally or partially deaf, loss of one or more limbs, multiple disabilities, etc.

The following person(s) will accompany the swimmer for any needed assistance:

Accommodations requested, Examples: Lane #, inside lane, starter side preference, assistance to the blocks, water start, hand signals, etc.

Information gathered on this form will only be used for swimmers accommodation during Meet, and forwarded to the SE LSC Disability chair for purposes of evaluation and tracking Swimmers attendance and performance. The Disability Chair welcomes any feedback and or comments concerning your Meet experience.

Meet Director Email: tlbiller@comcast.net

Meet Referee Email: clayminatra@gmail.com

Disability Chair Email: robin@seastarsaquatics.org

**EXCEL AQUATICS
St. Nick's 8 & Under Invitational
December 13, 2015**

**WAIVER, ACKNOWLEDGMENT AND LIABILITY REWAIVER, ACKNOWLEDGMENT AND
LIABILITY RELEASE:**

I, the undersigned coach or team representative, verify that all of the swimmers and coaches listed on the enclosed entry are registered with USA Swimming and in compliance with required certifications. I also acknowledge that I am familiar with the rules of USA Swimming and Southeastern Swimming, Inc. regarding warm-up procedures and meet safety guidelines, and that I shall be responsible for the compliance of my team's swimmers with those rules during this meet. EXCEL AQUATICS, Williamson County Government, Southeastern Swimming, Inc. and USA Swimming, Inc., their agents, officers, representatives, employees and coaches shall be free from any liability or claim for damages for any and all injuries, illnesses or damage to valuables which may be sustained at this meet or while in transit to and from this meet. I also acknowledge that by entering this meet, I am granting permission for the names of any or all of my team's swimmers to be published on the internet in the form of Psych Sheets, Meet Results or any other documents associated with the running of this meet.

I further acknowledge my understanding of the following USA Swimming rule regarding registration:

501.7 .1 All Clubs, including seasonal clubs, shall ensure that all athletes and coaches participating in USA Swimming sanctioned competition(s) are members of their LSC and USA Swimming.

.2 All coaches of USA Swimming clubs, including seasonal clubs, shall join USA Swimming as coach members and shall satisfactorily complete safety training required by USA Swimming.

302.4 False Registration – A host LSC may impose a fine up to \$100.00 per event against a member coach or a member club submitting a meet entry which indicates a swimmer is registered with USA Swimming when that swimmer or the listed club is not properly registered.

SIGNATURE OF COACH OR CLUB OFFICIAL:	
CLUB:	
TITLE:	DATE:

TEAM INFORMATION

CLUB NAME:		INITIALS:	
ADDRESS:			
LSC:		HEAD COACH:	
CONTACT PERSON:		PHONE NUMBER:	
FAX NUMBER:		CELL PHONE:	
EMAIL:			
COACHES ATTENDING:	1.		
	2.		
	3.		
	4.		
CERTIFIED OFFICIALS WHO MAY WISH TO WORK:	1.		
	2.		
	3.		
	4.		
NUMBER OF SWIMMERS ENTERED:		ATTACHED:	
		UNATTACHED:	
		TOTAL:	

SUMMARY OF FEES

NUMBER OF SWIMMERS (SES):		X \$3.00 SES SURCHARGE =	
NUMBER OF SWIMMERS (NON SES):		X \$5.00 NON SES SURCHARGE =	
NUMBER OF SWIMMERS:		X \$10.00 FACILITY SURCHARGE =	
NUMBER OF IND. EVENTS:		X \$6.00 PER EVENT ENTRY FEE =	
NUMBER OF RELAYS:		X \$12.00 PER RELAY ENTRY FEE	
TOTAL DUE:			

Excel Aquatics
Meet Safety Guidelines and Warm-up Procedures

1. Coaches Responsibilities

- A. Coaches shall instruct swimmers regarding swimming safety guidelines and warm-up procedures as they apply to conduct at meets and practices.
- B. Coaches shall actively supervise their swimmers throughout the warm-up session at swim meets and at all practices.
- C. Coaches should stand near the starting end the pool when starting swimmers on swim or pace work.

2. Host Team Responsibilities

- A. Marshaling
 - 1. A minimum of two (2) marshals who report to, and receive instructions from, the Meet Referee and/or Meet Director, shall be on deck during the entire warm-up session.
 - 2. Whenever a sprint lane is opened an additional marshal must be assigned to the lane's starting block.
 - 3. Marshals shall be members of USA Swimming.
 - 4. Marshals shall have the authority to remove from the deck for the remainder of the warm-up session any swimmer or coach who is in violation of safety guidelines or warm-up procedures.
- B. Warm-up times and lane assignments shall be published in the meet information and posted at several locations around the pool area. The following statement shall appear in the meet information: "Southeastern Swimming Meet Safety Guidelines and Warm-up Procedures will be in effect at this meet."
- C. Hazards in locker rooms, on the deck, or in areas used by coaches, swimmers, spectators, or officials shall be removed or clearly marked.
- D. All starting platforms shall be anchored to the deck or bulkhead to remain stable at all times in accordance with USA Swimming Rules.
- E. All music played during warm-up times shall be kept at a low (background) level that shall allow coaches and marshals to communicate with the athletes. The volume of the music may be turned up after the pool is cleared, and before the start of the meet to raise the excitement level for the competition.

3. Safety Guidelines

- A. Swimmers shall enter the water feet first from the ends of the pool at all times during the warm-up session. Entering from the sides of the pool is forbidden.
- B. Swimmers shall not wear swim fins, hand paddles or any other equipment that could injure other swimmers or damage equipment (touch pads). The use of soft swim mitts is permissible.
- C. Swimmers shall swim in a circular pattern during general warm-up.
- D. Practice starts from the blocks are only permitted in designated sprint lanes under the direct supervision of the coach.
- E. Backstroke swimmers shall insure that they are not starting at the same time as a swimmer on the blocks. Swimmers shall not step up on the blocks if there is a backstroke swimmer waiting to start.
- F. Warm-up Procedures when teams are assigned to specific lanes
 - 1. Participating teams shall be assigned to specific lanes for the warm-up period based on the number of participants.
 - 2. The coaches of the teams assigned to each lane shall determine the warm-up for that lane. Procedures must adhere to USA Swimming safety rules.
 - 3. Except during supervised racing starts, swimmers must enter the pool feet first in a cautious manner.
 - 4. Warm-ups may be segregated by gender, by age group or any mixture of the two in order to keep the number of swimmers warming up as equal as possible.
 - 5. The host club may choose to divide the teams into different warm-up sessions in order to have an entire team's athletes' warm-up together. In this case, teams should be assigned to "early" and "late" warm-up sessions on different days so that no team has an advantage over another.