



CNY YMCA District Championships
February 3rd & 4th, 2024

MEET ANNOUNCEMENT

About the Meet

Date: February 3rd & 4th, 2024

Location: Watertown Family YMCA

Entry Deadline: January 15, 2024

Hosted by: Watertown YMCA Blue Sharks

Meet Director: Mackenzie Dickinson

Contents

<i>About The Meet</i>	<i>2</i>
<i>Meet Format Waiver</i>	<i>2</i>
<i>Location and Facility</i>	<i>2</i>
<i>Web Site</i>	<i>2</i>
<i>Contact Information</i>	<i>3</i>
<i>Meet Timeline</i>	<i>3</i>
<i>Eligibility</i>	<i>4</i>
<i>Entry Information</i>	<i>5</i>
<i>Volunteers/Officials/Timers</i>	<i>6</i>
<i>Check-in Procedure</i>	<i>6</i>
<i>Procedures and Operations</i>	<i>7</i>
<i>Awards and Recognition</i>	<i>8</i>
<i>Liability, Safety and Emergency Procedures</i>	<i>9</i>
<i>Parking</i>	<i>10</i>
<i>APPENDIX 1: Order of Event</i>	<i>11</i>
<i>APPENDIX 2: YMCA</i>	<i>12</i>
<i>Sanctioned Meet Declaration Form</i>	



CNY YMCA District Championships February 3rd & 4th, 2024

ABOUT THE CHAMPIONSHIP

This meet is a sanctioned, closed, inter-association championship YMCA 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. The meet is YMCA sanctioned and approved by the Watertown YMCA Blue Sharks of USA Swimming.

YMCA Sanction Number: CAQ-2023-NY11286071

MEET FORMAT WAIVER

RESERVE THE RIGHT TO MAKE CHANGES: The host organization 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. Changes will be communicated as far in advance as possible. None of the required elements of a sanctioned meet may be changed.

LOCATION AND FACILITY

Location: Watertown Family YMCA, 146 Arsenal St., Watertown, NY 13601

Emergency Phone Number: (315) 782-3100 (Watertown Family YMCA)

The Watertown YMCA is configured as a 6 lane, SCY course. Water depth at start is 9 feet (minimum 5 feet required) and at turn end is 3 feet 6 inches. Colorado electronic timing system will be used. The competition course has been certified in accordance with 104.2.2C (4)

There is a small rec pool and play area that will be closed both days.

There is spectator seating for 150 people. Areas outside the pool are available for families to relax.

Swimmers are expected to stay in the Tennis court gym. Absolutely no glass bottles are allowed anywhere in the facility.

WEB SITE

Meet Information can be found at: www.watertownymca.org

Online Meet Results: Meet Mobile



CNY YMCA District Championships

February 3rd & 4th, 2024

CONTACT INFORMATION

Meet Director: Mackenzie Dickinson, mknzdickinson@gmail.com

Entry Chairperson: Sarah Weir, watbluesharks@gmail.com

Meet Referee: Cory Burns

Officials Coordinator: Cory Burns, upstate56@gmail.com

Safety & Aquatics Director: Kristen Lawrence, klawrence@nnyymca.org

MEET TIMELINE

Warm-up and start times for all sessions are subject to change depending on the size of the meet

10 & Under Session 1 - Saturday Feb. 3, 2024

- Warm-up 9:30 AM - 10:30 AM
- Opening remarks
- Welcome
- Rules and Emergency procedures
- Meet Start at 11:00 AM

11 & Up Session 2 - Sunday Feb. 4, 2024

- Warm-up 9:00 AM - 10:00 AM
- Welcome & Rules and emergency procedures
- Senior recognition and walk
- Senior Scholarship Presentations
- Meet Start at 10:30 AM

Inclement Weather/Cancelation: We will make every effort to inform each team if there is a change in the meet schedule due to inclement weather.



CNY YMCA District Championships February 3rd & 4th, 2024

ELIGIBILITY

ATHLETE

YMCA Membership: An athlete must be a YMCA member in good standing who holds an annual, full privilege membership at the YMCA.

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: Age is determined as of your age on December 1, 2023

YMCA Meet Participation: Be a current full privileged YMCA member for the team you are representing.

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 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: Professional Rescuer CPR, First Aid, Safety Training for Swim Coaches (a Lifeguard certification may be used if accompanied by completion of the Safety Training for Swim Coaches online content), Principles of YMCA Competitive Swimming and Diving and Athlete Protection Training. A list of the acceptable certifications can be found in the Swimming Addendum to the Rules That Govern Competitive Sport.

Coach Registration: Each coach must have completed the annual YMCA on-line team and coach registration process. 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



CNY YMCA District Championships February 3rd & 4th, 2024

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.*

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.*

ENTRY INFORMATION

ENTRY LIMITS:

- 1. USA-S Rules will be followed.*
- 2. An individual may enter no more than 3 individual events and 2 relays. If open relays are swum, they do not count toward the event limit.*
- 3. There are no restrictions on the number of entries per team in individual events.*
- 4. There is no limitation to the number of relays a team may enter in a relay event. ONLY A relays will be scored.*
- 5. Swimmers may swim 'up' 2 years in a relay. i.e. a 13 yr old swimmer may swim on a 15 and up relay.*
- 6. NO swimmers will be allowed in the stands with their suits on.*
- 7. Deck changes are prohibited.*
- 8. Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.*

QUALIFICATION PERIOD: The qualification period is September 1, 2023 through the entry deadline of January 15, 2024.

TIMES: No Times (NT) are not allowed. Submit entry times in actual time of short course yards. Entered times must be the swimmer's BEST time achieved during the qualifying period.

USA-S IDs: Only USA-S registered athletes should have an ID number in the Meet Entry File.



CNY YMCA District Championships February 3rd & 4th, 2024

ENTRY FEES: \$5.00 per individual event

\$20.00 per relay event (\$5.00 per swimmer)

\$8.00 deck fee (one-time fee per swimmer)

OTHER: Programs will be available for sale.

ENTRY DEADLINE: January 15, 2024

ENTRY PROCEDURE: Entries are to be submitted electronically. An event file will be provided. Please email entries to Sarah Weir at watbluesharks@gmail.com. Please contact Sarah Weir (meet manager) if you do not receive confirmation within 24 hours.

PAYMENT: Please submit checks to the Watertown YMCA Blue Sharks postmarked by January 19, 2024.

VOLUNTEERS/OFFICIALS/TIMERS

OFFICIALS AND TIMERS: Teams are **REQUIRED** to provide **(2) timers per session for timing assignments**. Each team will provide 2 officials and 2 timers for the morning and afternoon of each day. Please email Mackenzie Dickinson at mknzdickinson@gmail.com with the officials that would like to participate. We will require names be provided prior to the meet so that we do not have to hold up the meet looking for timers. Coaches are asked to ensure coverage as noted on the schedule to expedite the meet.

CHECK-IN PROCEDURE

MEET CHECK-IN PROCEDURE: Head coaches should check-in at the coaches room.

EVENT CHECK-IN: There will be a positive check-in for the 1000 free.

COACHES MEETING/SCRATCH MEETING: Coaches meeting will be announced prior to each session. Please provide courtesy scratches to the meet manager.

OFFICIALS AND TIMERS MEETING: Officials and timers meeting will be announced at the meet prior to each session.



CNY YMCA District Championships February 3rd & 4th, 2024

PROCEDURES AND OPERATIONS

RULES: The meet will run under YMCA Rules that Govern Competitive Sports, Addendum to the YMCA Rules that Govern Competitive Sports, CNY Swim League, 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, 2023.**

EVENT SEEDING: Events will be seeded Slowest to Fastest. The Meet Referee/Administrative Official reserves 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.

DECLARED FALSE START: An athlete may also withdraw from a heat or swim-off by electing to take a declared false start. Such declaration must be made known to the Deck Referee before the heat or swim off is announced. A declared false start counts as an event swum for the athlete and will be counted in the maximum number of events allowed for each athlete.

WARM-UP SAFETY PROCEDURES: Teams **will** be assigned lanes for warm ups. During designated warm up sessions, athletes may only enter the competition pools feet first. The exception is during specific warm up periods when sprint lanes are designated for practicing racing starts.

Bull Pen: 10 & under swimmers and 11 & up will be bull penned in the Tennis Court Gym

STARTS: 'Fly-over' starts **will** be used at this meet. All swimmers (except for Backstroke starts) should remain in the water at the completion of their race until the next heat has begun.

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.



CNY YMCA District Championships **February 3rd & 4th, 2024**

- *Deck access is limited to only registered and approved coaches, swimmers, and working officials.*
- *Deck changes are prohibited.*
- *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.*
- *Glass containers are not permitted on deck. All garbage is the responsibility of each individual team. The team areas shall be cleared after each session by the team utilizing the area.*
- *The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.*
- *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 between events.*
- *Folding chairs are not allowed on the pool deck.*

AWARDS AND RECOGNITION

SCORING: ***Individual Events 1st-12th place:***

16-13-12-11-10-9-7-5-4-3-2-1

Relay Events 1st-12th place:

32-26-24-22-20-18-14-10-8-6-4-2

AWARDS: *First through twelfth place for all events will receive awards. All awards can be picked up in the Coaches/Officials Room for all participating teams.*

ADMISSION FEE: None

HEAT SHEETS/PROGRAMS: Available for sale

CONCESSION STAND: *There will be a concession stand in the lobby at the meet.*

T-SHIRTS: *Pre-order sales ONLY. An online link will be sent to each team.*

ATHLETE APPAREL: *Swimmers must wear shirts and footwear outside the pool deck.*

HANDICAP SEATING: *will be available*



CNY YMCA District Championships February 3rd & 4th, 2024

CONDUCT AND RESTRICTIONS:

- *No Flash Photography at the start of competition races.*
- *No personal chairs are allowed in the spectator area unless for handicap accessibility*
- *Parents are responsible for the conduct of their children. Children are not allowed to roam the facility unattended.*
- *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. Permission is granted via Meet Director for handicap accessibility.*
- *No smoking, drugs, or alcohol are permitted in the swimming complex.*
- *Deck access is restricted to USA Swimming athletes, coaches, officials and meet volunteers. All non-athlete members must have proof of registration or a credential while on deck and present them upon meet management request.*

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 travel from their Association to the meet, during the entire period of the meet and return to their Association. Appendix 2 must be signed by each association participating in the meet.*

LIABILITY LIMITS:

- *In granting this approval, it is understood and agreed that USA Swimming 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 meet.*
- *In granting the YMCA Sanctioning, it is understood and agreed that YMCA of the USA 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 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.*

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.



CNY YMCA District Championships February 3rd & 4th, 2024

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 healthcare 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 healthcare 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.

EVACUATION PROCEDURE: Will be announced before each session

PARKING:

IMPORTANT PARKING INFORMATION AND NOTICE

Parking is available in the surrounding parking lot of the Watertown Family YMCA. Parking is allowed in marked parking spaces only. Marked street parking is also available.

DO NOT PARK ALONG ROADWAY, IN DRIVE AREAS, ON GRASS OR ANY LOCATION NOT DESIGNATED A PARKING SPACE. ALL ROADWAYS AND DRIVE AREAS MUST REMAIN OPEN AND CLEAR FOR EMERGENCY ACCESS.

SATURDAY ONLY: No parking is available at the North Country Family Health Center.



CNY YMCA District Championships

February 3rd & 4th, 2024

APPENDIX 1: ORDER OF EVENTS

2024 CNY YMCA Swim Championship Meet Order of Events

Event #	Event Name	Event #	Event Name
1	Girls 8 & Under 100 Medley Relay	55	Boys 11-12 50 Freestyle
2	Boys 8 & Under 100 Medley Relay	56	Girls 13 & over 50 Freestyle
3	Girls 9-10 200 Medley Relay	57	Boys 13 & Over 50 Freestyle
4	Boys 9-10 200 Medley Relay	58	Girls 11-12 50 Butterfly
5	Girls 8 & Under 100 Freestyle	59	Boys 11-12 50 Butterfly
6	Boys 8 & Under 100 Freestyle	60	Girls 13 & Over 100 Butterfly
7	Girls 9-10 200 Freestyle	61	Boys 13 & Over 100 Butterfly
8	Boys 9-10 200 Freestyle	62	Girls 11-12 100 Freestyle
9	Girls 8 & Under 100 IM	63	Boys 11-12 100 Freestyle
10	Boys 8 & Under 100 IM	64	Girls 13 & Over 100 Freestyle
11	Girls 9-10 100 IM	65	Boys 13 & Over 100 Freestyle
12	Boys 9-10 100 IM	66	Girls 13 & Over 500 Freestyle
13	Girls 8 & Under 25 Freestyle	67	Boys 13 & Over 500 Freestyle
14	Boys 8 & Under 25 Freestyle	68	Girls Open 200 Freestyle Relay
15	Girls 9-10 50 Freestyle	69	Boys Open 200 Freestyle Relay
16	Boys 9-10 50 Freestyle	70	Girls 11-12 50 Backstroke
17	Girls 8 & Under 25 Butterfly	71	Boys 11-12 50 Backstroke
18	Boys 8 & Under 25 Butterfly	72	Girls 13 & Over 100 Backstroke
19	Girls 9-10 50 Butterfly	73	Boys 13 & Over 100 Backstroke
20	Boys 9-10 50 Butterfly	74	Girls 11-12 50 Breaststroke
21	Girls 8 & Under 50 Freestyle	75	Boys 11-12 50 Breaststroke
22	Boys 8 & Under 50 Freestyle	76	Girls 13 & Over 100 Breaststroke
23	Girls 9-10 100 Freestyle	77	Boys 13 & Over 100 Breaststroke
24	Boys 9-10 100 Freestyle	78	Girls 11-12 200 Freestyle Relay
25	Girls 8 & Under 25 Backstroke	79	Boys 11-12 200 Freestyle Relay
26	Boys 8 & Under 25 Backstroke	80	Girls 13-14 200 Freestyle Relay
27	Girls 9-10 50 Backstroke	81	Boys 13-14 200 Freestyle Relay
28	Boys 9-10 50 Backstroke	82	Girls 15 & Over 400 Freestyle Relay
29	Girls 8 & Under 25 Breaststroke	83	Boys 15 & Over 400 Freestyle Relay
30	Boys 8 & Under 25 Breaststroke	84	Mixed Open 400 IM Time Trial
31	Girls 9-10 50 Breaststroke	85	Mixed Open 200 Freestyle Relay Time Trial
32	Boys 9-10 50 Breaststroke	86	Mixed Open 200 Butterfly Time Trial
33	Girls 8 & Under 100 Freestyle Relay	87	Mixed Open 200 Backstroke Time Trial
34	Boys 8 & Under 100 Freestyle Relay	88	Mixed Open 200 Medley Relay Time Trial
35	Girls 9-10 200 Freestyle Relay	89	Mixed Open 200 Breaststroke Time Trial
36	Boys 9-10 200 Freestyle Relay	90	Mixed Open 1650 Freestyle Time Trial
37	Girls 11-12 200 Medley Relay		
38	Boys 11-12 200 Medley Relay		
39	Girls 13-14 200 Medley Relay		
40	Boys 13-14 200 Medley Relay		
41	Girls 15 & Over 200 Medley Relay		
42	Boys 15 & Over 200 Medley Relay		
43	Girls 11-12 200 Freestyle		
44	Boys 11-12 200 Freestyle		
46	Girls 13 & Over 200 Freestyle		
47	Boys 13 & Over 200 Freestyle		
48	Girls 11-12 200 IM		
49	Boys 11-12 200 IM		
50	Girls 13 & Over 200 IM		
51	Boys 13 & Over 200 IM		
52	Girls 11-12 50 Freestyle		



CNY YMCA District Championships
February 3rd & 4th, 2024

APPENDIX 2: YMCA SANCTIONED MEET DECLARATION FORM
(Note: Return signed Declaration form to the meet director)

Participating YMCA: _____

YMCA Address: _____

Meet Name: CNY YMCA District Championships

Meet Date(s): February 3 & 4, 2024

Meet Host: Watertown Family YMCA Blue Sharks

Meet Location: Watertown Family YMCA Watertown, NY 13601

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 CPR, First Aid, Coaches Safety Training and Principles of YMCA Competitive Swimming and Diving.

INSURANCE - Our Association now has insurance coverage for representative(s) including leadership and participants who will be in attendance at the CNY YMCA District Championships for the period of travel from our Association to the meet, during the entire period of the meet and return to our Association. (We suggest you investigate trip insurance). 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 travel to and from and during their participation in the CNY YMCA District Championships. The YMCA of the USA must be named the Certificate Holder and also names the YMCA of the USA as an additional insured as it relates to this 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, Watertown YMCA Blue Sharks & the Watertown their agents, representatives or assigns, any and all injuries which may be suffered by participants at the CNY YMCA District Championships. Furthermore, we understand that the YMCA of the USA and Watertown YMCA Blue Sharks 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.

Print Name

Signature of Head Coach

Print Name

Signature of YMCA Executive Director or Designee



CNY YMCA District Championships
February 3rd & 4th, 2024

Coaches Attending the Meet

Team: _____

Team Acronym: _____

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

I attest to the fact that all coaches listed above have the proper credentials (Life Guarding or safety training for swim coaches, CPR, First Aid and required YMCA Credentials) to be on deck at the CNY District Championship meet held at the Watertown Family YMCA on Saturday and Sunday February 3th and 4th, 2024. All Coaches certifications will be checked at the YMCA approved coaches list.

Head Coach: _____

Signature required: _____



CNY YMCA District Championships February 3rd & 4th, 2024

CNY YMCA District Championships

Entry Summary Sheet

Team Name: _____ Team abbr. _____

Head Coach's Name: _____

Phone # Day: _____ Cell: _____

E-mail Address: _____

Girls Boys Total Entries X Fee Total Due

Total number

Of swimmers _____ \$8.00

Individual

Entries _____ \$5.00

Mixed (Total Relays)

Relay

Entries _____ \$20.00

Total Fee: _____

Coaches Signature: _____

After emailing entries in, the following documents must be sent and postmarked no later than January 19th, 2024 to the address listed below:

1. Entry summary sheet
2. Coaches attendance sheet
3. Release declaration
4. Enclosed check made payable to: Watertown Blue Sharks

Watertown Blue Sharks

Attn: Coach Lori Peters

Watertown Family YMCA

PO Box 6757

Watertown, NY 13601

