

2014 Gwinnett County Parks and Recreation Meet
For qualifying for the Start Parks and Recreation Meet **DRAFT**

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2014 Gwinnett County Parks and Recreation State Qualifying Meet

This package provides the information for entries in the 2014 Gwinnett County Parks and Recreation State Qualifying Meet that will be held June 28, 2014 at the Collins Hill Aquatic Center.

Date	June 28, 2014 (This is a Saturday)
Warm-up	8:00 AM Lane Assignments will be provided with the certification copy of the entries to all teams as denoted below,
Meet Start	9:00 AM
Facility	Collins Hill Aquatic Center, 2200 Collins Hill Road, Lawrenceville, GA 30043. The pool will be configured as a short course 25 yard pool with 8 competition lanes and competition blocks at one end. The competition course has been certified in accordance with USA Swimming Rule 104.2.2C(4). The copy of such certification is on file with USA Swimming and Georgia Swimming.
Timing	Via stop watch
USA Sanctioning	Sanctioned as an Approved meet by Georgia Swimming, Inc. Sanction Number: GA14-XXA
Meet Management	Meet Director: Fred Fletcher, gwprswim@gmail.com Meet Referee: Brian Weyandt Starter: Neal McKinney Stroke and Turn: Bill McCaffrey Stroke and Turn: TBD (Bill Landis) Safety Marshall: To be assigned by Gwinnet Parks and Recreation
Seeding	Meet will be seeded using 8 lanes. Seeding will be per the U.S. Swimming Rules and seeding format for Timed Final Meets. Events of same age group but different sex may be combined at the meet based on entries (Meet Management has the authority to increase to 10 lanes based on the entries. Decision will be made by June25, 2014.
Age Categories	7 - 8; 9-10 ; 11-12; 13-14 and 15-18 Boys (Men) and Girls (Women) will be separate events The swimmers age is as of 6-1-2014
Entries	All Swimmers will be allowed to enter up to three (3) events. At the meet based on results swimmers must declare only two events for the State Meet. The top 3 declared swimmers from each event will be entered in the State Meet. A swimmer may enter a maximum of three events for this meet and declare in only two events for State.
Birth Certificates	Birth Certificates are to be brought to meet and deposited in the box that is being provided at the front desk at the pool entrance. The box will be available at 8:00 AM on June 28, 2014.
Swimmers Contact Information	Swimmers address and phone number <u>must be entered into the entry</u> (On the files sent in) for this meet. If not in the files than a listing of each swimmer with address and parent contact information is required.

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Declaration	At the meet it will be the swimmer or the coach's responsibility to review the results and initial the events each qualified swimmer will enter at the state. Remember the top 3 declarations will go to state. Declaring an event and not showing up at state will result in a bill for the entree fee being sent to the parent of the swimmer.
Fees	There is no entry fee for this meet. However, if you fail to attend the state meet after declaring an event you will be billed for the cost of the state entry by the county.
Awards	There will be no awards from this meet other than entry in the State Parks and Recreation Meet
State Meet Information	Information about the State Parks and Recreation Meet will be provided by Gwinnett Country Parks and Recreation Aquatic Division to all who are entered. The meet will be July 25th and 26th at the Cumming Aquatic Center in Cumming, Georgia. All 10 and under events will be on the 25th and all 11 and over events on the 26th Additional information about state will be available at the Gwinnett meet on June 28, 2014. Pool Website - http://cummingaquaticcenter.com/index.php/en/ ❖ Host Club is TBD ❖
Rules	This meet will be officiated according to 2014 USA Swimming Rules. Please note the following: ❖ This is a Timed Finals meet. ❖ False Starts – The FINA start rule will be in effect. A swimmer will be disqualified if the starter and deck referee agree that a false start occurred by the same swimmer. The swimmer would be notified at the end of the race. ❖ The meet referee has discretion to determine the need to do dive-over starts. ❖ Swim Suits – Swimwear must comply with USA Swimming Rule 102.8. For men, the swimsuit shall not extend above the naval nor below the knees, and for women, shall not cover the neck, extend past the shoulder, nor extend below the knee. All swimsuits shall be made from textile materials – with no plastic or metal including zippers. Only swimsuits complying with FINA swimsuit specifications may be worn. The referee shall have authority to bar offenders from the competition until they comply with the rule. ❖ Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms. ❖ Changing into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is prohibited.

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Coaches Meeting	A mandatory coaches meeting will be held at 8:30 am on Saturday, June 28, 2014.
Warm-Up	USA and Georgia Swimming warm-up procedures and rules will be posted and must be followed. All swimmers engaging in warm-ups must be supervised by a coach or other responsible adult. There will be no lane assignments. Two (2) lanes will be available for diving and one way swimming. During the meet one lane may be reserved for warm-ups and warm-downs to be used for circle swimming only. Absolutely NO diving into the warm-up lane will be allowed. All swimmers using the lane must be supervised by a coach or responsible adult.
Scoring	This meet will not be scored
Parking	Parking will be available at the Collins Hill Aquatic Center
Concessions	Concessions will be available at the meet
Liability	Gwinnett County, Gwinnett County Parks and Recreation and those involved in the operation of this meet, USA Swimming, and Georgia Swimming, Inc., shall be free from any liabilities or claims arising by reason of injury to anyone during the conduct of the meet.
Officials	This meet will be run under current USA Swimming rules with the exceptions made by the Georgia Parks and Recreation Department. (Example: FINA start rule will be in effect.) All Officials participating in the meet must be currently registered non-athlete members of USA Swimming and certified at the position they are assigned. All officials must present current USA Swimming registration cards and current LSC certification cards at check-in prior to the meet at the officials meeting one hour prior to the session. Uniform will be white collared shirt, over navy slacks, shorts, or skirts, with white tennis or deck shoes. Apprentices are welcome in any position except starter and it will be appreciated if all officials and apprentices will notify the meet director of their intentions prior to the meet. Starting procedures (use of whistle) will be in accordance with USA Swimming Standards, and the FINA start rule will be in effect.
For more information	Email gwprswim@gmail.com and use the subject "2014 Gwinnett Meet Information request"
Entries	All entries must be submitted using the Hy-Tek Swimming Software. All teams in the Gwinnett County Parks and Recreation League are using Team Manager from Hy-Tek. All Teams in the Gwinnett Swim League are using the same software and entries would be coordinated through the member of your team who handles the software for your team. (If no access to Hy-Tek is available please Email gwprswim@gmail.com for special instructions for handling entries.) Please use the software for all entries as this will lessen the potential for error. You must use our meet events file. To get

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	the events file please send an email to gwprswim@gmail.com. This email should contain the following items: • contact name • team name • contact phone number • contact email address The subject line should be "Request for EVENTS FILE". The file will be emailed to you immediately (within 24 hours normally). For requests received prior to 6-1-2014 the delivery of the file may be delayed until 6-1-2014. When entries are completed please email the entry file to gwprswim@gmail.com. The email with the entries should have a subject line of "Entries". When all entries are received I will email back to each designated representative a copy of the entries for their team for review and certification. This will help insure the accuracy of the meet setup and give an opportunity to make corrections. Include address and phone number for each swimmer entered in the space provided in the software. We will run a report of this information for the County and the State Team Coach. (Contact information will not be sold or given out to anyone except in support of this meet) Entries are due to the Meet Director by Midnight on June 21, 2014 Saturday). Upon receipt of your entries a confirmation email will be sent back to you within 24 hours. If you do not receive this confirmation please contact me at once. If there are no problems with you entries there will not be a certification copy sent. If there is a problem with your entries a certified copy of the entries with problems highlighted will be returned by June 23, 2014 and corrections are due back to me by June 25, 2014. Remember to enter the contact information for each swimmer. If no contact information is provided the swimmer's coach will be responsible for sharing information about practices, plans and the state meet following the qualifying meet.
Late Entries	• A request for late entries will be reviewed by the County representative and the meet director. Their decision (based on meet impact) will be final. These will be reviewed and decision made on a first come first reviewed basis, the decision will be based on all factors including a lane being available without adding heats.
Scratches	• Once entries are submitted it is the responsibility for the coach to provide any scratches as soon as they are aware of them. This will free lanes for potential late entries as described in the section above.
Entry Schedule	• Meet Information Available no later than May 31, 2014 • Entries due by Midnight June 25, 2014. <i>No Exceptions</i> • Certification copy emailed to team by June 23, 2014. if there are problems with the entry • Certification due to gwprswim@gmail.com by midnight June 25, 2014. At this point there will be no late entries, changes or corrections permitted. (Subject line for Certification should be "CERTIFICATION" if correct or

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	"CORRECTIONS" if there are corrections.) Meet Warm Ups at 8:00 AM, June 28, 2014.
Volunteers – (please share this with all parents Very Important_	As is the case with any swim meet, many volunteers are needed to insure a well-run meet. We would love to have the help of parents during the meet for various duties including, time, runners, scoring room assistance. If you have a stopwatch (s) please bring them to the meet with you. There will be a short meeting of an official and timers prior to the start of the meet.
Heat Sheet	Each team will receive two (2) copies of the complete heat sheet on the morning of the meet. Additional copies will be available for purchase at the meet. I will attempt to email to each team the lane assignments for their entries prior to the meet.
Relays	Relays for the state meet will be determined by the State Meet Coach from the entries for the state meet.
State Meet Coach	The State Meet Team Coach will be determined and announced at the County Meet
State Meet Information	Specific State Meet information will be provided to all declared swimmers and entries for the State Meet by the State Meet Coach within 1 week following this qualifying meet.
Order of Events/ Entry Times	See Below for ORDER OF EVENTS. (Located on the last page)
Time Line and Key Dates	❖ May 31, 2014 – (No later than) Meet information distributed ❖ June 1, 2014 - Provide meet event file to teams (Requires EMAIL Request to gwprswim@gmail.com) ❖ June 21, 2014 – Entries due to Meet Director ❖ June 23, 2014 – Entries provided back to teams for verification if there is a problem with the entries. (No later than) ❖ June 25, 2014 – Certified Entries due back to Meet Director (There will be no changes to entries or late entries accepted after this Cutoff – NO EXCEPTIONS!) for those teams that had entry problems ❖ June 27, 2014 – Warm Up assignments provided to teams ❖ June 28, 2014 – 8:00 AM Warm-ups; 9:00 AM Start
Determining Entries for the State Team	❖ Entries for the State team will be determined as follows: ❖ Individual events will be the top three swimmers in each event following the meet, based on meet time, that have not been scratched following the published scratch procedures that will be provided prior to the meet. A copy is attached to this document. ❖ Any swimmer that is not designated as a scratch or as to be entered as required by the published procedures will be assumed to be entered in that event if they fall in the top

	3 positions following all scratches. ❖ The process of setting the State Team will begin 30 minutes after the last event is posted and scratches are done on the posted copy. ❖ All coaches must stay during this process in the event there are questions or misunderstanding on what is and is not a scratch. ❖ If a swimmer is determined to possibly be entered in three individual events the coach must make the fix during this time. If the coach is not available the first two qualification positions based on this meet's event number will be the entry and the third event (regardless of finish position or time) will be dropped. ❖ The decision on relays will be the State Coach for the County Teams responsibility. Relays will be entered immediately following the setting of the individual entries. Coaches may participate in the setting of the relays (State Coaches decision). ❖ Once the total team is set, including relays, a copy of the state team will be provided to all coaches who are present. No changes will be permitted except as stated below. ❖ Once the State team is set the only changes to be made will be for withdrawal due to injury, illness or family emergency prior to the entries being submitted to the State.
State Entry Fees	❖ The county will pay for all entry fees to the state meet. ❖ If a swimmer is entered in the state and fails to swim the event they will be responsible for the entry fee and will be billed by Gwinnett County. ❖ If a swimmer is entered and fails to swim the relay causing it to be withdrawn from the meet, that swimmer will be responsible for the entry fee for the relay and will be billed by Gwinnett County. ❖ Entry Fee for State (For information only as these are paid by the county – see above for exception) - Entry fees are \$8.00 per individual event and \$16.00 per relay event.(Subject to change pending receipt of State Information)

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Event # Event Name

1	Girls 7-8 50 Freestyle
2	Boys 7-8 50 Freestyle
3	Girls 9-10 50 Freestyle
4	Boys 9-10 50 Freestyle
5	Girls 11-12 100 Freestyle
6	Boys 11-12 100 Freestyle
7	Girls 13-14 100 Freestyle
8	Boys 13-14 100 Freestyle
9	Girls 15-18 100 Freestyle
10	Boys 15-18 100 Freestyle
11	Girls 7-8 25 Freestyle
12	Boys 7-8 25 Freestyle
13	Girls 9-10 25 Freestyle
14	Boys 9-10 25 Freestyle
15	Girls 11-12 50 Freestyle
16	Boys 11-12 50 Freestyle
17	Girls 13-14 50 Freestyle
18	Boys 13-14 50 Freestyle
19	Girls 15-18 50 Freestyle
20	Boys 15-18 50 Freestyle
21	Girls 7-8 25 Breaststroke
22	Boys 7-8 25 Breaststroke
23	Girls 9-10 25 Breaststroke
24	Boys 9-10 25 Breaststroke
25	Girls 11-12 50 Breaststroke
26	Boys 11-12 50 Breaststroke
27	Girls 13-14 50 Breaststroke
28	Boys 13-14 50 Breaststroke
29	Girls 15-18 50 Breaststroke
30	Boys 15-18 50 Breaststroke

Event# Event Name

31	Girls 7-8 100 IM
32	Boys 7-8 100 IM
33	Girls 9-10 100 IM
34	Boys 9-10 100 IM
35	Girls 11-12 100 IM
36	Boys 11-12 100 IM
37	Girls 13-14 100 IM
38	Boys 13-14 100 IM
39	Girls 15-18 100 IM
40	Boys 15-18 100 IM
41	Girls 7-8 25 Backstroke
42	Boys 7-8 25 Backstroke
43	Girls 9-10 25 Backstroke
44	Boys 9-10 25 Backstroke
45	Girls 11-12 50 Backstroke
46	Boys 11-12 50 Backstroke
47	Girls 13-14 50 Backstroke
48	Boys 13-14 50 Backstroke
49	Girls 15-18 50 Backstroke
50	Boys 15-18 50 Backstroke
51	Girls 7-8 25 Butterfly
52	Boys 7-8 25 Butterfly
53	Girls 9-10 25 Butterfly
54	Boys 9-10 25 Butterfly
55	Girls 11-12 50 Butterfly
56	Boys 11-12 50 Butterfly
57	Girls 13-14 50 Butterfly
58	Boys 13-14 50 Butterfly
59	Girls 15-18 50 Butterfly
60	Boys 15-18 50 Butterfly