

## **2019 Northwest Swim Circuit Invitational Saturday July 13, 2019**

**6/16/2019, 11:00PM**

**Prior Year Invitational Volunteer lists distributed:** Volunteer lists from the prior year will be distributed to all teams to start the volunteer readiness process.

**6/23/2019, 11:00PM**

**Volunteer requests returned to Volunteer Coordinators:** Any specific requests to fill lead positions by each team to be returned to the Volunteer Coordinators.

**7/3/2019, 7:00PM**

**Invitational Volunteer Requirements Distributed:** Volunteer requirements per team will be distributed to each team volunteer coordinator or circuit representative.

**7/2/2019, 7:00PM**

**Invitational Meet Entry Files Due: Team Roster, Proof of Meets Attended, Proof of Times.** Send to Circuit Computer Representatives: on NWSC Google Drive. There are several other important dates and times for computer data. Please see attached computer data time line.

**7/8/2019, 6:00PM**

**Final Team Volunteer Sign-up Sheets Due.** Kim Patak and Valerie Hesters - Volunteer Coordinators

**7/9/2019, 8:00PM**

**FINAL Invitational Meet Entry Files Due.** Team Computer Reps to upload to NWSC Google Drive

**7/11/2019, 7:00PM**

**Receive FINAL Seeded Invitational Meet Database.** From Glen Taffinder to Circuit Computer Representatives. A PDF Heat Sheet will also be sent.

**7/13/2019**

**11:55 AM**

**Teams will be moved from the terrace to the natatorium at designated times.** Seating maps will be available upon arrival at A&M Natatorium.

**12:15 PM**

**Team Warm-Ups Begin. See Warm-Up Schedule, attached.**

**1:00 PM**

**Officials Meeting in Hospitality Room**

**1:30 PM**

**Coaches Meeting in Hospitality Room**

**1:45 PM**

**Start of Meet.**

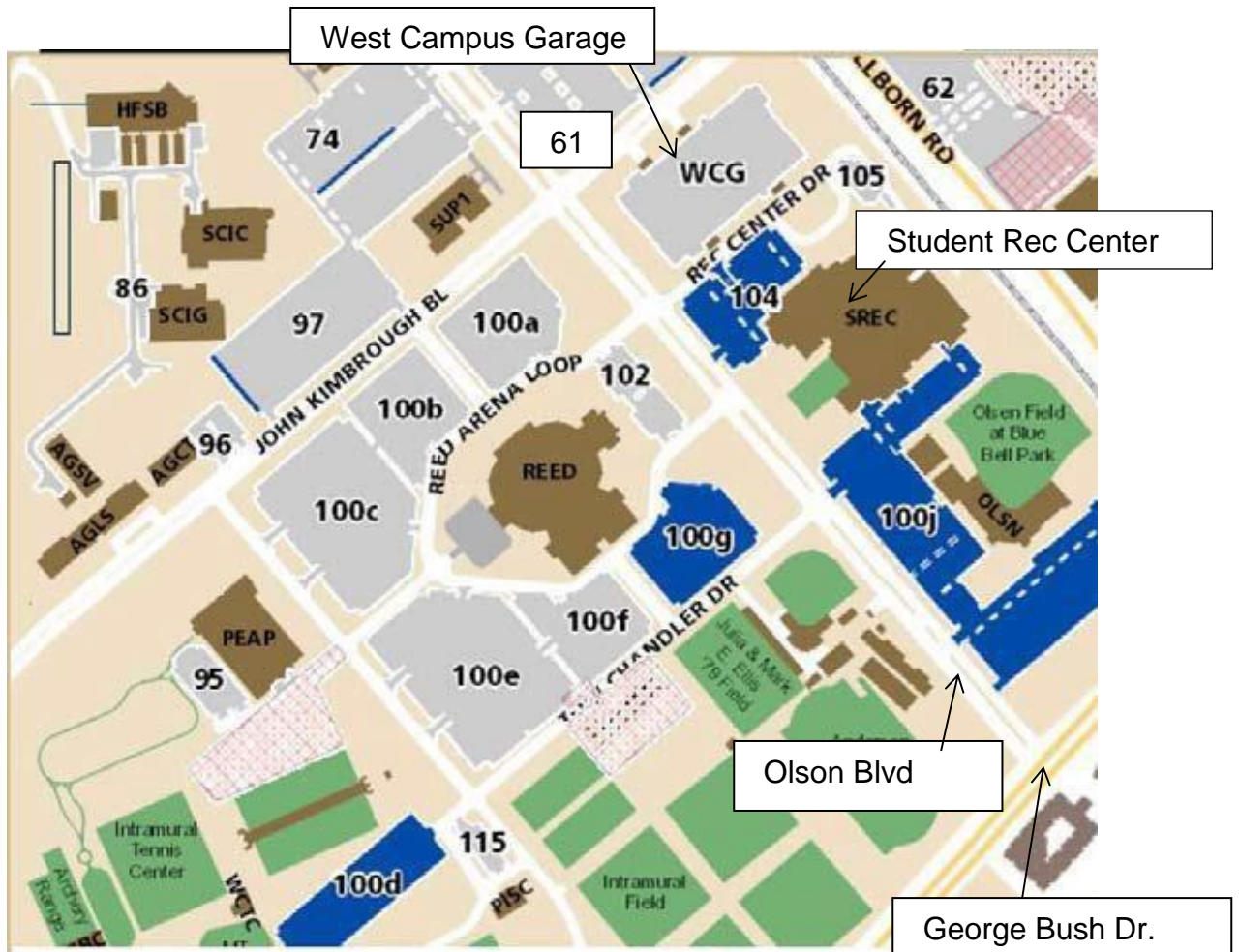
**7/16/2019, 6:00PM**

**Invitational Meet Back-Up Sent.** From Glen Taffinder to Team Computer Reps

## FACILITIES LOCATION

The Texas A&M Natatorium is located in the Student Recreation Center on Olsen Blvd, adjacent to Olsen Field.

**Physical Address: 797 Olsen Boulevard, College Station, TX 77845**



## **PARKING**

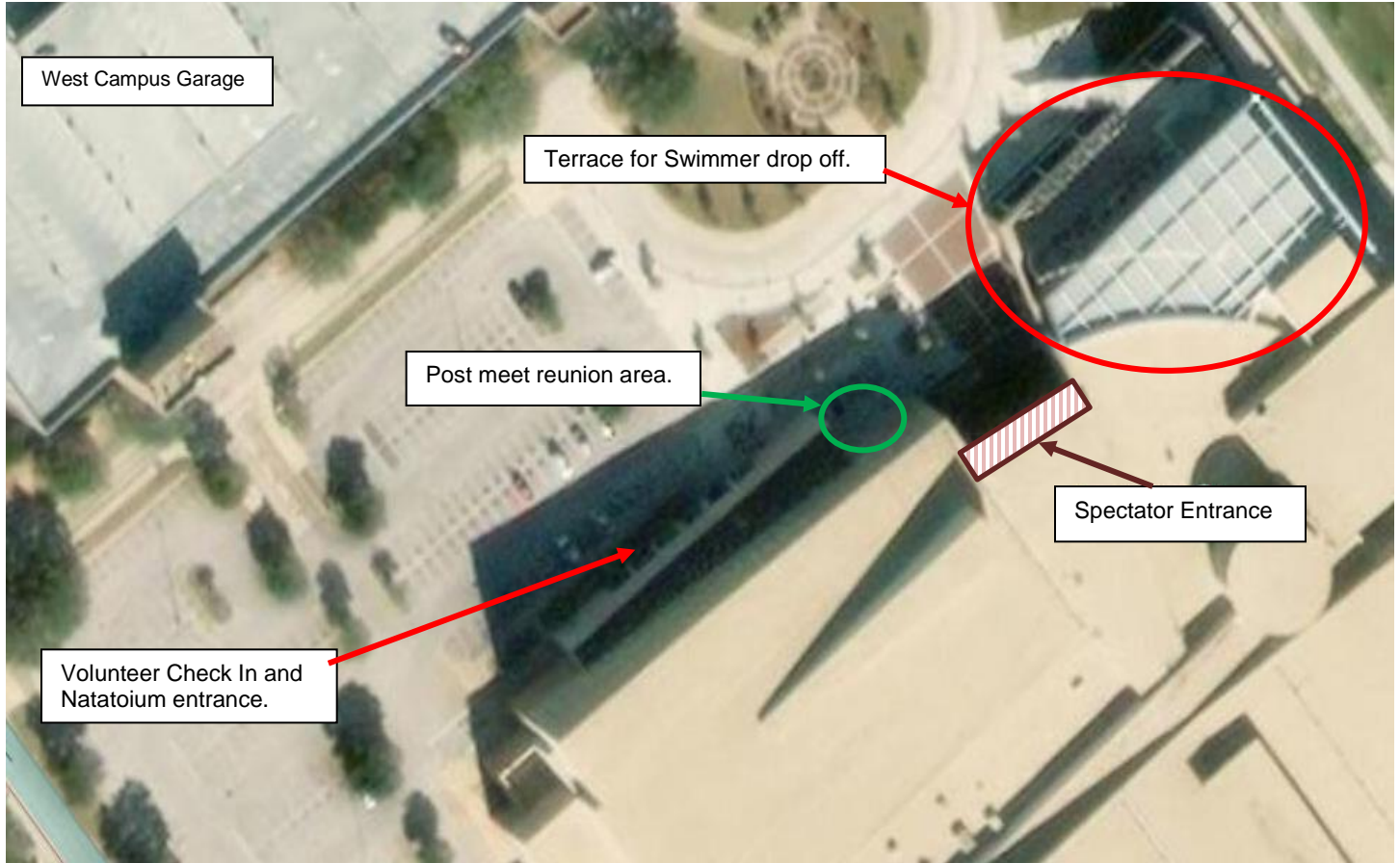
The West Campus Garage located immediately adjacent to the Rec Center is paid parking. There are also some paid parking spaces in lot 104. Both of these areas remain paid parking even on the weekends. Lots 100a, 102, and 100g in front of Reed Arena are free on the weekends.

## **ACCESS**

Swimmers, coaches, and volunteers will enter the natatorium entrance which faces parking lot 104. Volunteer check-in will also be at this entrance.

All spectators will enter the main door of the Rec Center which faces Kyle Field. The spectator entrance to the natatorium will be up the staircase just inside the entrance. Elevators are available at the staircase.

## **SWIMMER CHECK-IN AND POST MEET REUNION AREA**



Swimmers will be dropped off at the Terrace directly to the left of the Student Recreation Center entrance (see above map), around 11:30AM. Coaches and volunteers will be stationed at the Terrace to check in swimmers as they arrive.

Teams will be allowed to enter the facility deck area at their designated entry time, and directed to their seating area. Any late swimmers will be allowed to enter the facility once all other swimmers have entered.

Parents/guardians who want to pick up their young swimmers after they swim, but BEFORE the meet ends, will need to exit the natatorium and come around to the swimmer entrance across from lot 104. Parents will be asked to provide a security person with a piece of paper that includes the name of their swimmer and the team name and stay there until the swimmer(s) are brought to them by a coach or volunteer (NO EXCEPTIONS). **All swimmers not picked up prior to event 68 will be required to remain with their teams until the end of the meet.**

At the end of the meet, all swimmers will be directed to the designated reunion area directly to the left of the natatorium entrance. Team volunteers will be available to help swimmer reunite with families or responsible parties.

## **SWIM MEET OVERVIEW**

**FORMAT** This meet is for the individual swimmer. There will be no scoring. The meet will follow the Northwest Swim Circuit order of events, **with the exception of 6&U Butterfly which will take place with other Butterfly events following 15-17 100 Yd Freestyle (events 66 and 67).** Event numbers will remain the same for 6&U Butterfly.

Medley and Freestyle relays will be conducted at their normal event numbers. Each teams "A" relay will be automatically qualified. Relays that follow the NWSC bylaws will be eligible for awards. A swimmer may compete in a maximum of two relay events if they have competed in two regular season meets during the 2019 season.

The meet will take place in two 25-yard pools, one for the boy's events and one for girl's events. The girls will start in the pool farthest from the diving well. The boys will start in the pool closest to the diving well.

All events will start on the starting blocks!

**QUALIFYING TIMES** As posted at the beginning of the 2019 swim season.

**CHECK-IN** Each team will be responsible for checking in their swimmers. **NO deck entries** are allowed.

**EVENT ENTRIES** Individual Events: Swimmers may enter up to three (3) individual events in which they have qualifying times during the 2019 dual meet and divisional meet season.

Relay Events: Swimmers must be a qualified invitational swimmer entered in at least one individual event. Swimmers may enter up to two (2) relay events. Each team will receive one "A" relay slot in each relay event. Relays must have a minimum of 4 individual swimmers (each swimmer may only swim once), swimmers may only "swim up" from a different age group, and any relays with a mix of gender (except 6&U) will be deemed an exhibition relay only. Any swimmer who "swims up" in one relay must also "swim up" in any other relay she/he is entered in.

**AWARDS** Medals are given for First, Second, and Third place finishes for individual events. All other places will receive participation ribbons in recognition of their participation. Non-exhibition relays will be eligible for medals.

Medals, participation ribbons and labels will be collected for each team, by team, in the team's awards container during the meet and delivered to a designated team volunteer at the conclusion of the meet.

\*\*Make sure you have a designated team representative stay after the meet to pick up your team's awards container.

## **INVITATIONAL SWIM MEET MANAGEMENT**

### **OBSERVATION**

Family members may observe the meet from the stadium seating area at the main entrance level to the facility. There will be no reserved seating.

### **DECK ENTRY**

**Deck access to the Natatorium is only permitted for qualifying NWSC invitational meet swimmers who are participating in the meet, registered coaches and volunteers, and registered meet officials.**

All volunteers will be given a Deck Pass to access the deck area and must be working in their assigned capacity to remain on deck. Deck Passes must be visible at all times or removal from the deck will occur.

Any non-registered individuals not respecting these rules will be removed from that area or from the facility at the discretion of the Meet Director, Northwest Swim Circuit officials, or Natatorium Staff.

### **Deck Deliveries**

Please prepare your swimmers with all necessary items for this meet. **Deck deliveries will be prohibited.**

Each team will be allowed coolers for drinks/snacks during the meet, so please arrange with your team to place any special items for your swimmer in the team cooler prior to the meet.

### **DECK EXIT**

Parents/guardians who want to pick up their young swimmers after they swim, but BEFORE the meet ends, will need to exit the natatorium and come around to the swimmer entrance across from lot 104. They will need to tell the security person what team their swimmer is from and stay there until the swimmer(s) are brought to them by a coach or volunteer (NO EXCEPTIONS).

### **VOLUNTEERS**

Teams are assigned various volunteer positions. Each team's Circuit Representative or designated Team Official is responsible for identifying those volunteers prior to the meet.

The Meet Director will select individuals who are certified, qualified, and experienced for Starter and Stroke Judges positions.

## **TEAM RESOURCES**

### **Coach & Parent Limitations**

Each team will be allotted a set number of resources (coaches/parents) to assist in preparing swimmers for each swim. This number will be determined by the estimated number of qualifiers and communicated to each team by the meet director and/or volunteer coordinator.

**Teams must supply an official list of their Coaches/Pit Parents when they submit their Volunteer list.**

### **Deck Parents**

Each team will be allowed additional deck parents to help swimmers get to their event, keep them out of the way of meet officials, and out of pool side walkways when not swimming.

**MEET RESOURCES**

**HEAT SHEETS**

Heat sheets for meet officials (awards, starters, stroke judges, ready bench) will be provided by the NWSC.

Each team will provide heat sheets for their team for this meet. The Computer Representative for each team is responsible for coordinating this with their team.

**HOSPITALITY**

Each team will be responsible for their swimmers, parents, and meet volunteer needs for any food and drink. Each team will be allowed two (2) coolers on deck.

Hospitality items for coaches will be available in the hospitality suite located on the second floor, above the meet operations room.

**SECURITY**

Volunteers for Security will assist in policing the pool areas. The Security volunteers will be responsible for monitoring deck entries and checking volunteer credentials. They will have full authority to not allow access to the pool deck area without seeing proper identification.

**MEET OFFICIALS**

**Meet Director**

Dave Strauss, 512.239.8577, [daveostraus@gmail.com](mailto:daveostraus@gmail.com)

**Volunteer  
Coordinators**

Kim Patak, 512.917.4069

Valerie Hesters, 512.629.5259

Please send questions or issues only to  
[NWSC.Invitational.Volunteer@gmail.com](mailto:NWSC.Invitational.Volunteer@gmail.com)

**Circuit Computer  
Representative**

Glen Taffinder, 512.925.0764, [gtaffinder@yahoo.com](mailto:gtaffinder@yahoo.com)

## Team Entrance Times

11:55AM	Round Rock Brushy Creek Forest North Anderson Mill Steiner Blue Pflugerville Hurricanes
12:10PM	Steiner Red Georgetown Cedar Park Tidal Waves Wells Branch Balcones Country Club

## Warm Up Times

### Session 1 – 12:15-12:45

Hurricanes  
Steiner Blue  
Anderson Mill  
Forest North  
Brushy Creek  
Round Rock  
Pflugerville

### Session 2 – 12:50-1:20

Balcones Country Club  
Wells Branch  
Tidal Waves  
Cedar Park  
Georgetown  
Steiner Red

# WARM-UP, LANE, POOL and TIME ASSIGNMENTS

**There will be two 30-minute warm-up sessions.** The first 20 minutes is for swimming. The remaining 10 minutes is for Starting Practice (diving from blocks). All starts will take place in the main pool, so teams that begin warming up in the Diving Well will move to the main pool. Separate Starting Practice is to ensure safety of swimmers by avoiding diving in one lane next to a lane of swimmers. This will be strictly enforced and your team's warm-up will be cut short if not followed.

The diving well will be used for warm-ups by some teams and then 4 lanes will also be available during the meet for swimmer warm-up and cool down. Remind your swimmers that the use of the diving well pool during the meet is for limited warm-up/cool down time – not for play time. If any swimmer is identified as not using this pool as intended, they will be removed from the diving well and not allowed to return for the duration of the meet.

	Swimming	Starting Practice
<b>Session 1</b>	<b>12:15 pm – 12:35 pm</b>	<b>12:35 pm-12:45 pm</b>
<b>Session 2</b>	<b>12:50 pm – 1:10 pm</b>	<b>1:10 pm-1:20 pm</b>

## DIVING WELL

1	2	3	4	5	6	7	8
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## MAIN POOL

### Girls Pool (Closest to Score board)

### Boys Pool (Closest to Diving Well)

Lane 1	Bulk Head	Lane 1
Lane 2		Lane 2
Lane 3		Lane 3
Lane 4		Lane 4
Lane 5		Lane 5
Lane 6		Lane 6
Lane 7		Lane 7
Lane 8		Lane 8

**FIRST WARM-UP SESSION**

**SWIM WARM UP (12:15-12:35)**

**DIVING WELL**

Anderson Mill – Lanes 1-3  
Steiner Ranch Blue – Lanes 4-6  
Hurricanes – Lanes 7-8

**MAIN POOL**

**Girls Pool**

RR – Lanes 1-6  
Pflugerville – Lanes 7-8

**Boys Pool**

Brushy Creek – Lanes 1-4  
Forest North – Lanes 5-8

**STARTS WARM UP (12:35pm-12:45pm)**

**MAIN POOL**

**Girls Pool**

RR – Lanes 1-4  
AM – Lanes 5-6  
Hurricanes – Lane 7  
Pflugerville – Lane 8

**Boys Pool**

Brushy Creek – Lanes 1-3  
Steiner Blue – Lanes 4-5  
Forest North – Lanes 6-8

**SECOND WARM-UP SESSION**

**SWIM WARM UP (12:50pm-1:10pm)**

**DIVING WELL**

Cedar Park – Lanes 1-4

Tidal Waves – Lanes 5-8

**MAIN POOL**

**Girls Pool**

Steiner Red – Lanes 1-6

Balcones Country Club – Lanes 7-8

**Boys Pool**

Georgetown – Lanes 1-5

Wells Branch – Lanes 6-8

**STARTS WARM UP (1:10pm-1:20pm)**

**MAIN POOL**

**Girls Pool**

Steiner Red – Lanes 1-4

Cedar Park – Lanes 5-7

Balcones Country Club – Lane 8

**Boys Pool**

Georgetown – Lanes 1-3

Wells Branch – Lanes 4-5

Tidal Waves – Lanes 6-8

## Northwest Swim Circuit - 2019 Time Line for Divisional and Invitational Meets

Date	Day of Week	Action Item	Responsible Party	Send to: <sup>1</sup>	Deadline	Comments
5/25/2019	Saturday	Upload meet results	Computer Representatives	NWSC Google Drive	8:00 PM	Upload meet results to the Google Drive for every meet. The beginning date is May 25, 2019 and continues through the Divisional meet.
6/24/2019	Monday	Invitational and Divisional Rankings	Glen Taffinder	NWSC Swimming Website	10:00 PM	Assumes teams upload meet data by the deadline each week during the season.
6/28/2019	Friday	Note to Divisional Meet hosts	Divisional host computer representative	NWSC Google Drive	6:00 PM	Divisional host computer representatives must contact Glen Taffinder by this date if they need assistance seeding their meets.
7/2/2019	Tuesday	Send Invitational Meet Entries	Computer Representatives	NWSC Google Drive	7:00 PM	Computer representatives are responsible for running exception reports in Meet Manager to verify that there are no exceptions.
7/2/2019	Tuesday	Send Divisional Meet Entries	Computer Representatives	Divisional host computer representative	6:00 PM	Remember, a swimmer must have competed in a minimum of two Regular Season Meets of the current season and must have a valid time in the events. Make sure to send proof of meets attended, and proof of times files along with entries to the host CR.
7/3/2019	Wednesday	Receive Seeded Divisional Meet Databases	Divisional host computer representative	Visiting computer representatives	6:00 PM	
7/5/2019	Friday	Receive swimmers in invitational meet report for each team.	Glen Taffinder	NWSC Google Drive	9:00 PM	I suggest posting a list of the swimmers to team websites and sending an email to all parents.
7/6/2019	Saturday	Send completed Divisional Meet Databases	Divisional host computer representative	NWSC Google Drive	6:00 PM	
7/9/2019	Tuesday	Send final Invitational Meet Entries	Computer Representatives	NWSC Google Drive	8:00 PM	Computer representatives are responsible for running exception reports in Meet Manager to verify that there are no exceptions for meet entries.
7/10/2019	Wednesday	Receive final Draft Seeded Invitational Meet Database	Glen Taffinder	NWSC Google Drive	7:00 PM	Meet DB will be sent out to CR's. Time assumes that everyone meets the deadline. Draft heat sheets will be posted to the circuit website: <a href="https://nwsc.swimtopia.com">https://nwsc.swimtopia.com</a>
7/11/2019	Thursday	Receive Final Seeded Invitational Meet Database	Glen Taffinder	NWSC Google Drive	9:00 PM	Meet DB will be sent out to CR's. Heat sheets will be posted here: <a href="https://nwsc.swimtopia.com/swim_meets">https://nwsc.swimtopia.com/swim_meets</a>
7/16/2019	Tuesday	Invitational Meet Back up file	Glen Taffinder	NWSC Google Drive	6:00 PM	

1 Folders will be set up for the files requested and a link sent out. Please upload files to the NWSC Google Drive and verify that files upload correctly. If you cannot download and open the file you just uploaded, then please upload again.

2 Proof of times file: In Team Manager - Use File->Export->Proof of Time. Set Best Times Since to first dual meet 2019. Check Use Since Date.

3 Meets attended files (PDF and CSV): In Team Manager - "Reports \ Meet Reports \ Number of Meets Attended - Splashes" the graphic below shows the settings assuming that you have designated your official meets as "Meet Type = SUM", Export report as both PDF and CSV.

4 Only new qualifiers from the Divisional meets will be allowed to be added for the final invitational meet entries submitted. Changing events for swimmers qualified prior to the Divisional meet is a team decision. Bottom line: if a swimmer is qualified prior to the divisional meet but fails to sign up by the first deadline they may be removed from the meet database if they sign up for the final meet entries.

# TAMU Pool Layout

