



June Memorial Team Specialty Swim Meet
Raco Theodore Pool, Manchester, NH
June 27-29, 2025

Held under the sanction of USA Swimming/New England: NE25-0627MST

Hosted By
MST &
ESC
SSRP

Meet Director	Steve VanDerBeken	svanderbek@aol.com	603-533-3554 cell
Meet Referee	Paul Hagan	nhprhagan@gmail.com	603-396-2766
Entry Chair	Jenelle Dolan	Jenelle.dolan@gmail.com	978-729-5849
Admin Official	Terry Nadeau	matoonadeau78@gmail.com	781-608-0962
Safety Monitor	Brian Crawford	bcrawford@ehsc.com	603-320-7946

Date	Session Name	Warm up	Start
Friday June 28	Distance	2:30	3:15
Sat. June 29	12& U /13 & Over	7:30am/1pm	8:30am/2pm
Sun. June 30	12 & U / 13 & Over	7:30am/1pm	8:30am/2pm

Note: All session times may be adjusted once all the entries have been received.

The Meet Director, with the concurrence of the Meet Referee, reserves the right to modify session times once entries are received. **Any updated session times received from the meet host will be reflected on the EVENT page of the neswim.com website.**

IMPORTANT DEADLINES	First date of entry: May 12, 2025 Final date of entry: June 18, 2025 Payment deadline: June 24, 2025
SITE	The Raco Theodore Competition Pool is a 10 lane, 50 Meter pool with 7 foot-wide lanes and non-turbulent lane lines. The timing system includes a fully-automatic Daktronics Time Systems electronic timing system with touchpads at the finish end of the pool with single-line electronic display. There are no touchpads at the turn end of the pool. The finish end of the pool is 7 feet deep; the turn end of the pool is 4 feet deep. Spectators are welcome. The venue is an outdoor facility located at 55 Head St. Manchester, NH. Directions may be found later in this document. The competition/course IS certified in accordance with 104.2.2C(4). Copy is with on file with USA Swimming.
FORMAT:	<ul style="list-style-type: none"> The meet will be swum as timed finals. The sessions will be pre-seeded by computer, based on scratches received by the scratch deadline. Heat Sheets will be available to coaches. DISTANCE EVENTS: Will be run fastest to slowest. Swimmers must provide their own times. Some heats may be combined. No events will swim with more than one swimmer per lane 25-yard /50 Meter events will start at and will be timed with electronic timing and watches.
SCRATCHES	Scratches for Fri. are due by 7 pm Thur. 6/26. Scratches for Sat are due by the end of the meet on Fri. and by the end of the meet Sat. for Sun.
COURSE	LCM
ELIGIBILITY	<ul style="list-style-type: none"> All swimmers must be currently registered as athlete members of United States Swimming before 5:00 pm on the day before the first day of the meet. New England swimmers must have a proof of age on file by the above deadline in order to compete

	<ul style="list-style-type: none"> • Age is determined by the age of the swimmer on the first day of the meet. • Any swimmer entered in the meet 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 without the use of the backstroke ledge. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement. • Coaches must be registered before the start of the meet. • If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC will impose a fine of up to \$100.00 per event against the individual, member coach, or a member club submitting the entry. • Deck registrations will NOT be accepted.
DISABILITY SWIMMERS	<ul style="list-style-type: none"> • Athletes with a disability are welcome and shall provide advance notice of desired accommodations to the Meet Director. • The athlete (or the athlete's coach) is also responsible for notifying the session referee of any disability prior to the competition.
ENTRY POLICY	<p>75%/25%</p> <ul style="list-style-type: none"> • The meet host may allocate 75% of splashes for the meet. The host team's entries are included in this allocation. • Teams that are included in the 75% of guaranteed entries must submit their entry and payment to the host team no later than 7 calendar days before the first date of entries, or the host team may remove them from the 75% of guaranteed entries. • If a specified allocation of splashes is granted to a team and agreed upon in writing between the meet host and attending team, the attending team is financially responsible for that allocation if unused, unless the meet host is able to substitute other participants to fill the unused splashes. • 25% of the splashes must be reserved for other interested teams. Entries open at 12:00 am on the first date of entry acceptance; entries received before the first date of entry acceptance are considered received on the first day of entry acceptance. All entries received on the same calendar day are considered tied. • Should the meet become oversubscribed, and entries tied in sequence require resolution, a lottery will be conducted by the New England Swimming office. Results of the lottery will be shared with all involved parties. • Should the meet host improperly reserve 25% of available splashes, it must first adjust its own entry prior to applying cut protocols to the meet.
CUT PROTOCOL	<p>If a session is over-subscribed, the Meet Director reserves the right to limit events, heats, swimmers, or adjust the format to conform to the 4-hour policy using the following cut protocols in any order deemed necessary:</p> <ul style="list-style-type: none"> • Teams may be asked to cut each athlete to no more than two fewer events per day than the maximum allowed. • Entries may be cut by time or to a specific number of heats for specified events. • Teams may be asked to cut relay events. • If deck scratches allow a reasonable timeline, the swimmers can be reinstated into those previously entered events. Clubs will be notified of cuts no later than Monday before the meet.
ENTRIES	<ul style="list-style-type: none"> • Electronic entries should be emailed as an attachment to the entry chairperson. Please check that your team's name, address, and contact information are listed correctly in this file. For email entries, payment and hardcopy of the entry (including signed entry cover page and waiver) must be received by: JUNE 24, 2025. Failure to pay entry fees by this deadline could result in teams being barred from the meet. • Mail completed signed entry cover page and waiver, and payment to Steve VanDerBeken Make Checks payable to: Manchester Swim Team LLC 92 Pennsylvania Ave. Manchester, NH 03104 • Any team that fails to send payment, cover page and waiver form, by the entry due date may be scratched from the meet and may be assessed a \$100 fine at the discretion of the Entry

	<p>Chairperson. If no payment is received after 30 days, the fine is doubled. This fine is payable to the Steve VanDerBeken/MST. Late payment of entry fees may result in future exclusion from meets hosted by our club.</p> <ul style="list-style-type: none"> • IMPORTANT: If payment is sent via Express Mail/FedEx/Airborne/UPS/etc., please ensure that a signature is NOT required for delivery. • Entries will be acknowledged within 48 hrs. of the first date of entry if they are accepted into the meet. <i>Your entry is considered received only if you receive an acknowledgement.</i> • All unattached swimmers must be declared as unattached, on the entry cover sheet, before the meet begins. • All entry times must be entered in the specified meet course. (Coach's times may be used instead of NT's) • Athletes may enter as many events as they choose but may only compete in a maximum of 6 individual events per day for timed final events. Time trials count in the per day event count. • ENTRY TIME UPDATES: Entry times may be updated until the Monday prior to the first day of the meet. No new entries will be accepted after the entry deadline. Entry time updates should be sent via email to the entry chair. Entry time updates must be sent as Hy-Tek format CL2 files with updated times. (New entries will be automatically excluded.) • No deck entries will be accepted.
RELAYS	<p>Dual Human Confirmation of relay take off violations will be required at all New England Swimming meets.</p> <ul style="list-style-type: none"> • All relay swimmers must be officially entered into the meet. • Unattached swimmers may not participate in any relays. • Mixed relays must consist of four swimmers, two of each gender.
TIME TRIALS	Time trials will be offered at the discretion of the Meet Director and the Meet Referee if time allows.
FEES	<ul style="list-style-type: none"> • Timed final individual events (200 yards and under): \$5.00 • Distance events (events 400 yards and over). \$10.00 • Relays: \$20.00 • Time Trials \$10.00 for IE, \$40 for relays • Swimmer Participation Fee is \$25.00 per swimmer • NES Travel Fee: \$1.00 per swimmer (to be included in the check and the host team will send to NE Swimming) • Non-electronic entries: \$5.50 for individual, \$10.50 for distance and \$25.00 for relays.
ADMISSIONS	<ul style="list-style-type: none"> • There is no Charge for Admission • PROGRAMS: \$4.00 per session
MEET MOBILE	MEET MOBILE: Meet Mobile will be functional for this meet, (dependent upon satisfactory internet access) All users should be aware that Meet Mobile publishes unverified raw data that may not always be accurate.
WARM-UP	<p><i>The Pool will be open as designated. Approximately 1 Hour before the start of the meet except on Friday which will be approximately 45 min.</i> The pool will close five minutes before the beginning of each session. Teams will be assigned warm-up lanes after all entries are received. The diving well area will be available during the meet for warm-up and warm-down.</p> <p>See "Safety" for Warm-up safety guidelines.</p>
AWARDS	Awards for Heat Winners May be provided
SCORING	The meet will not be scored.
LEGAL SPLITS	<p>Individual Events: Preferably, legal splits should be requested before the event, by a coach, using a legal split form (available from the Control Table) and the requesting party should supply an additional timer(s) on the lane for the split, if necessary, to ensure an accurate time. (1 timer with touchpad timing, 3 timers without touchpad timing). Timers must be positioned over the lane at the end of the racing course. Optionally, a legal split may be requested after the event using a legal split form when using a fully automatic timing system. The Admin Official has discretion to either grant or deny the request after reviewing the available evidence. Backstroke legal splits must be requested in advance to ensure a legal finish.</p>

	<p>LEGAL SPLITS – Relays: All lead-off splits for relays are automatically loaded into SWIMS and do not require additional watches for validation unless there are no touchpads present, or the second swimmer starts in the water. If there are no touchpads, or the second swimmer starts in the water, a legal split form with three watches will be required for entry into SWIMS. Timers must be positioned over the lane at the end of the racing course. It is recommended that coaches report lead-off time discrepancies to the Administrative Referee or Administrative Official.</p>
SWIMWEAR	<p>Per USA Swimming rules (102.8.1.F), 12 & Under swimmers may not wear a Technical Suit at any Sanctioned, Approved, or Observed meet. The age of the swimmer is determined on the first day of the meet. Guidance on identifying compliant and non-compliant suits can be found on the USA Swimming website under Tech Suit Restriction for 12-and-Under Swimmers.</p>
RULES	<ul style="list-style-type: none"> • The current USA Swimming Rules and Regulations including the Minor Athlete Abuse Protection Policy will govern this meet. • 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 without written USA Swimming approval. • Use of audio or visual recording devices, including cell phones, is not permitted in changing areas, rest rooms or locker rooms. In addition, photography behind the blocks is <u>not permitted</u>. • PHOTOGRAPHY: As per New England Swimming policy, professional photographers contracted by the Meet Host, or press photographers who have been approved in advance by the Meet Director, are allowed on deck. Use of audio or visual recording devices, including a cell phone, is not permitted behind the starting blocks, including in any spectator area behind the starting blocks, nor in any other marked NO CAMERA ZONE, including on deck. All NO CAMERA ZONES will be clearly designated. Email the Meet Director with questions and requests. • VIDEO STREAMING: All video streaming must be approved in advance by the Meet Director. Any such video stream must conform to all current Safe Sport policies defined by USA Swimming, New England Swimming, and the Meet Host. No video stream may originate from behind the starting blocks or from any other area marked as a NO CAMERA ZONE. • Deck Changing is PROHIBITED. • An athlete suspected of sustaining a concussion or exhibiting signs of a concussion, will immediately be removed from competition and shall not return to competition that day. The athlete may return to competition on a subsequent day, but only with a release authorization signed by a licensed healthcare provider. • According to New England Swimming Best Practices, all athletes should shower before entering the pool. • In accordance with New England Swimming Policy, only those coaches who have current, valid USA Swimming credentials will be permitted to act in a coaching capacity at this meet. Coaches with expired or non-current credentials will be required to leave the deck area.
SAFETY	<ul style="list-style-type: none"> • No shaving is permitted at the competition site. • No glass containers are permitted within the facility. • Swimmers must be under the supervision of a coach. If a swimmer arrives at the meet without a coach, the swimmer should notify the referee before he/she warms up. The referee will assign the swimmer to a registered coach for warm-ups • There will be Lifeguards at all sessions of the Meet. <p>WARM UP SAFETY:</p> <ul style="list-style-type: none"> • Diving will be prohibited during warm-ups except in specifically announced one-way sprint lanes. There will be no diving in the warm-up and warm-down areas at any time.

	<ul style="list-style-type: none"> • For all warm-up sessions, swimmers must utilize a “sit and slide”/ “three-point” entry to enter the pool for warm-ups, by first sitting on the deck, and then sliding, feet-first, into the pool. • During competition, when entering the warm-up/warm-down area, a “sit and slide”/ “three-point” entry is required at all times.” • In extraordinary cases, due to bulkheads and other pool designs, it may be determined that it is unsafe or impossible for swimmers to perform the required sit and slide entry. In such extremely rare cases, the sit and slide rule may be modified. Exceptions to the sit and slide rule shall only be made when performing the sit and slide entry poses risk of injury to swimmers and/or risk damaging or ripping of swimsuits. An exception to the sit and slide rule shall only be made when the Safety Monitor, Meet Director, and Meet Referee have evaluated the risks and unanimously determined that the use of the sit and slide entry poses such great risk as to be unsafe. In these cases, the Safety Monitor, Meet Director, and Meet Referee must determine and agree upon an alternative safety plan to ensure swimmer safety.
SAFE SPORT	<ul style="list-style-type: none"> • The USA Swimming Safe Sport program is USA Swimming’s comprehensive abuse prevention program dedicated to creating a healthy and positive environment free from abuse for all its members. Components of the program include, but are not limited to, providing education and training, enforcing policies (such as the Minor Athlete Abuse Prevention Policy), rules and best practice guidelines, promoting healthy boundaries and mandatory reporting of violations. • The Minor Athlete Abuse Prevention Policy (www.usaswimming.org/maapp) prohibits Adult Participants (as defined) from having one-on-one interactions with minor athletes which are not within an observable and interruptible distance from another adult participant. Adult Participants are required to abide by this policy in full during this meet. • Pursuant to USA Swimming Rules and Regulations and federal law, it is every member’s responsibility to immediately (i.e., within 24 hours) report any incident of child abuse, including physical or sexual abuse, to law enforcement and the U.S. Center for SafeSport. Reporting must occur when an individual has firsthand knowledge of misconduct or where specific and credible information has been received from a victim or knowledgeable third party. A report to the U.S. Center for SafeSport may be made via telephone at 833-5US-SAFE (833-587-7233) or online at www.uscenterforsafesport.org/report-a-concern. Various state laws may also require reporting to law enforcement or to a designated child protection agency. • For information on how to report other alleged violations, including without limitation, the USA Swimming Code of Conduct and the Minor Athlete Abuse Prevention Policy, please visit www.usaswimming.org/report. • All athletes age 18 and older must complete Athlete Protection Training in order to be a USA Swimming registered member in good standing. Any athlete who turns 18 on or after June 27, 2025 who has not completed Athlete Protection Training by the first day of competition, will be prohibited from participating in the competition until such time as all membership requirements are completed. Times achieved by an athlete who turns age 18 on or after June 28, 2025, who competes in this USA Swimming sanctioned event without completing this membership requirement, will NOT count for qualification or recognition. This includes participation as a member of a relay.
FACILITY RULES	At this time there are no Facility restrictions.
CHANGES TO MEET	Once a meet is sanctioned, changes can be made to the meet invitation before the meet, only with the approval of the Technical Chair, <u>Patrick Johnstone</u> . Any change to the meet format after the meet begins will be at the discretion of the Meet Referee and will be presented to the coaches at a coaches meeting.
WEATHER/ FACILITY PROTOCOL	If weather or facility conditions make it impossible to follow the original timeline of events, the Meet Director and Meet Referee have a right to make changes to the meet sessions. The Meet Director will notify the teams of the changes with as much notice as possible. Cancellation of the meet, or a session, is the decision of the Meet Director, Meet Referee and the Meet Jury.
MEET JURY	The Meet Jury will be made up of one official, one coach, and one athlete to be selected by the Meet Referee who will present issues and moderate the Meet Jury but not vote. When possible, the three

	members shall be from separate teams. The Meet Jury will decide all issues of eligibility, and anything not addressed in the Meet Announcement. The Meet Referee shall have authority as described in the current USA Swimming Rulebook.
DECK ACCESS	Only current USA Swimming registered athletes, coaches, officials, and official meet staff are permitted on the pool deck. All non-athletes on the pool deck must produce proof of their valid USA Swimming registration when asked. Deck Pass is an acceptable proof of membership. Individuals without proof of a valid membership in USA Swimming will be removed from the pool deck and will be fined by New England Swimming of \$100 to the coach, and \$200 to the coach's club.
OFFICIALS	Officials that know they will be attending the meet are highly encouraged to email the Meet Referee and let him/her know your level of certification, team, and sessions you will be available. Officials meetings will be at least 30 minutes prior to the start of a session and may be conducted virtually in the days before the meet.
GENERAL	A Concession will be available for most of the meet. There may be a swimwear vendor and or a T-Shirt vendor on site as well.
DIRECTIONS	<i>The Raco Theodore Pool is located at 55 Head St. Manchester, NH. 03102</i> <i>From the North:</i> 293 South to exit 4. Go straight thru the lights. You should be on Harvell St. Take a Right onto Main St. Go to the 3d set of lights. Take a left onto Varney St. Take your 1 st Right onto Head St. The Pool is on the left. <i>From the South:</i> 293 North to exit 4. Take a Right onto Second St. Go to the 2 nd set of lights and take a left onto west Hancock St. At the end of the Street take a Right onto Main St. At the lights take a left onto Varney St. Take your 1 st Right onto Head St. The pool is on the left.
HOTELS	The City of Manchester has a many of hotels near the swim meet venue.
EVENTS	List events and sessions on template below
WAIVERS	USA Swimming, Inc., New England Swimming, Inc., and The Manchester Swim Team LLC and The Executive Swim Club cannot prevent you (or your children) from becoming exposed to, contracting, or spreading COVID-19 while participating in USA Swimming/New England Swimming sanctioned events. It is not possible to prevent the presence of the disease. Therefore, if you choose to participate in a USA Swimming/New England Swimming sanctioned event, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.

Friday June 27		
Warmups: 2:30pm Meet Start: 3:15pm		
Girls Event #	Event	Boys Event #
1	Open 400 M Freestyle	2
3	11 & Over 400 M Individual Medley	4
5	11 & Over 800 M Freestyle	6
7	11 & Over 1500 M Freestyle	8

Saturday June 28 (12 & Under Session)		
Warmups: 7:30am Meet Start: 8:30am		
Girls Event #	Event	Boys Event #
9	12 & Under Mixed 200 Medley Relay	9
10	12&U 50 M Backstroke	11
12	12&U 50 M Breaststroke	13
14	12&U 50 M Butterfly	15
16	12&U 50 M Freestyle	17
18	12&U 100 M Breaststroke	19
20	12&U 100 M Freestyle	21
22	11-12 200 Butterfly	23
24	12&U 200 M Individual Medley	25

Saturday June 28 (13 & Over Session)		
Warmups: 1pm Meet Start: 2pm		
Girls Event #	Event	Boys Event #
26	Mixed 400 Medley Relay	26
27	400 Medley Relay	28
29	13 & Over 50 M Backstroke	30
31	13 & Over 50 M Breaststroke	32
33	13 & Over 50 M Butterfly	34
35	13 & Over 50 M Freestyle	36
37	13 & Over 100 M Breaststroke	38
39	13 & Over 100 M Freestyle	40
41	13 & Over 200 M Butterfly	42
43	13 & Over 200 M Backstroke	44
45	13 & Over 200 M Individual Medley	46

Sunday June 29 (12 & Under Session) Warmups: 7:30am Meet Start: 8:30am		
Girls Event #	Event	Boys Event #
47	12 & Under Mixed 200 Freestyle Relay	47
48	12&U 50 M Backstroke	49
50	12&U 50 M Breaststroke	51
52	12&U 50 M Butterfly	53
54	12&U 50 M Freestyle	55
56	12&U 100 M Butterfly	57
58	11-12 200 M Backstroke	59
60	11-12 200 M Breaststroke	61
62	12&U 100 M Backstroke	63
64	12&U 200 M Freestyle	65

Sunday June 29 (13 & Over Session) Warmups: 1pm Meet Start: 2pm		
Girls Event #	Event	Boys Event #
66	Mixed 400 Freestyle Relay	66
67	400 Freestyle Relay	68
69	13 & Over 50 M Backstroke	70
71	13 & Over 50 M Breaststroke	72
73	13 & Over 50 M Butterfly	74
75	13 & Over 50 M Freestyle	76
77	13 & Over 200 M Freestyle	78
79	13 & Over 100 M Butterfly	80
81	13 & Over 200 M Breaststroke	82
83	13 & Over 100 M Backstroke	84

