

CHECK-IN TIMELINE/PROCEDURES:

- 4:45 - **SETUP CREW** arrives and begins setup
- 5:15 - **TENT PARENTS, CONCESSIONS & VOLUNTEER TABLE** check-in.
 - ◆ Head to your age group tent & assist preparing for swimmers (lay out tarps, check for ants, etc.)
 - ◆ If you are running late, skip to the front of the check in line when you arrive.
 - ◆ **DO NOT ARRIVE EARLY. Set up crew needs time to set up your tents.**
- 5:30-6:30 - **SWIMMERS & PARENT VOLUNTEERS** check-in together.
 - ◆ Swimmers will not be permitted to check-in without a parent volunteer present.
 - ◆ Check-in table volunteers must verify that all needed volunteers and swimmers are present before they will check your swimmer in for the meet.
 - ◆ Swimmers then head immediately to their age group tent to allow tent parents time to prepare your child to swim.
 - ◆ Please let the tent parents know your child has arrived at the tent before you leave the area.
- **6:30 - SWIMMER SCRATCH DEADLINE.** Any swimmer not checked-in at the table by check in volunteers will be scratched (removed) from the meet at this time. That means they will not be swimming, no exceptions.

*Please observe the staggered arrival times. Do not arrive too early. This ensures that the tents will be staffed when swimmers arrive and that children are not underfoot when equipment is being unloaded in their tent area. Also, the 8 & under swimmers DO NOT warm-up, swimmers 9 & over DO warm-up. Sometimes warm-up is before check-in closes so check the timeline if your swimmer needs to warm-up. Coaches will instruct your swimmers when to get ready for warmup.

TENT PARENTS - Early relay sheets are due to the computer table by 6:40. Late relay sheets are due to the computer table by halftime.

-----> Please make sure that you are updating the relay sheets if there is a swimmer who scratched. Final heat sheets cannot be printed until relay sheets are in, please do not be late!

PRE-MEET TIMELINE/PROCEDURES:

- 6:00 - 6:30 - Typhoons Warmup
- 6:30 - 7:00 - Tidal Waves Warmup
- 6:45 - Volunteer Meetings (2nd half timers same locations but at event 46)
 - ◆ Timers meet under the awning beneath the clock
 - ◆ Runners meet at the non-start end of Lane 1
 - ◆ Exchange and Stroke Judges meet under the water slide
 - ◆ Ready Bench Volunteers to the ready bench area
- 6:55 - Volunteers to their posts, first call for swimmers to the ready bench & first call for events 1 & 2 to the Ready bench and event 3 to the gate
- 7:10 - Event 1 at the blocks, National Anthem
- 7:15- Meet begins

OTHER IMPORTANT DETAILS...

- No personal gear (tents, camp chairs, coolers, etc.) is to be set-up inside the fenced pool area. The grassy space surrounding the pool has ample room for families to set up camp. We ask that parents with strollers do not block the walking path on the pool deck as well...it gets too crowded!
- Due to City Code, we must keep careful count of the number of spectators inside the pool fence. Once we have reached capacity the life guards will not allow any more people inside. We ask that all parents watch their swimmers race & then leave the pool area to make space for the parents of swimmers in the next race.
- **Please park only in legal parking spaces.** Parking is available in the Milburn Pool lot, or North of the pool entrance on both sides Sunchase Blvd. Watch the signage carefully to avoid no parking zones. Businesses surrounding the park have been known to tow vehicles parked in their lots, so please respect their wishes and do not park there. Fire lanes and medians do not count as legal parking spaces, FYI.
- **Ensure all swimmers stay off the playground adjacent to the pool & out of the sand volleyball court.**
- In case of inclement weather delays and cancellations will be shared through Remind, Facebook, and Email.

