

ADIRONDACK SWIMMING SHORT COURSE CHAMPIONSHIP MEET REGULATIONS AND PROCEDURES

- A. Meet Award Policy
 - a. See Appendix A
- B. Facility Requirements
 - a. An 8-lane competitive course is required.
 - b. An area open for warm-up/warm-down during the meet is required.
 - c. Must have automatic timing systems and appropriate backup equipment.
 - d. Gold Championship meet must be held in deep water if available.
 - e. Gold Championship meet should use dual lane lines if available.
 - f. There should be adequate spectator seating and on-deck space for each team.
 - g. There should be off-deck area for athletes and parents.
 - h. There should be adequate parking for athletes, coaches and spectators
- C. Meet Coordination Committee
 - a. LSC Chair – or appointee, Technical Planning Chair, AD athlete rep, officials chair, and a Chairman from the meet host (to be provided by meet host) shall constitute this committee
 - b. A quorum is three (3) members. A majority of the members present is necessary for the committee to take any action.
- D. Meet Host Responsibilities
 - a. Pool Time
 - i. The host should provide adequate pre-meet warm-up space before each session.
 - ii. The warm-up, warm-down areas should be available throughout the meet – and open during pre-meet warm-up.
 - iii. Lanes for warm-up (prior to each session) CAN be assigned by the meet host.
 - iv. At least 2 lanes shall be open for one-way swimming (sprint lanes) during the combined warm-up for the last 15 minutes of warm-up
 - v. During combined warm up, must keep at least 3 lanes available for circle swimming.
 - b. Personnel. The host shall provide:
 - i. Meet Referee cleared by Officials Chair
 - ii. Automatic timing and officiating equipment and operators
 - iii. Administrative personnel sufficient to staff computer and timing system operators, runners, scoring, copying and posting of results.
 - iv. Marshals for warm-up sessions, warm-up/down areas and the locker rooms during competition.
 - c. Credentials
 - i. Registered Coaches must present and wear their up-to-date USA Swimming card.
 - d. Psych Sheets/Heat Sheets
 - i. Alls psych sheet/event sheet event headings shall include the Meet, AD district and AD resident records. Senior events should have qualifying times for appropriate USA Swimming Championship Meets
 - ii. Results shall be posted after each evening session on either the host club website and/or on the AD website.
 - e. Coaches/Officials Hospitality
 - i. Host shall provide coaches and officials hospitality
 - 1. Host may keep a hospitality area throughout the meet. In lieu of hospitality area, host will provide all credentialed coaches and working officials lunch daily. .
- E. Championship Meet
 - a. The meet dates shall be provided by the AD Board of Directors at the spring meeting one year previous. – This is included in Appendix A
 - b. A meeting for all Coaches shall be held the morning of the first session during pre-meet warm up.
 - i. The Meet director or designee shall chair the meeting.
 - c. The meet shall be conducted under the rules and regulations of USA Swimming.
 - i. The host shall obtain a sanction for the meet from AD. And shall comply with all AD and USA Swimming code requirements.
 - d. Format
 - i. Silver Championships
 - 1. Age Groups for the meet shall be 8&Under, 10& Under, 11-12, 13-14 and 15-18. Sessions and events shall be swum as provided by AD Swimming.
 - 2. Individual and relay events shall be Timed Finals for all events.
 - ii. Gold Championships
 - 1. Age Groups for the meet shall be 8&Under, 10&Under, 11-12, 13-14 and Senior.

- a. This meet will act as both AD Age Group Championships and AD Senior Championships.
 - 2. All individual and relay events for 8&Under and 10&Under will be run as Timed finals. Events for other age groups shall be Prelims and Finals (A-Finals and B-Finals) except for 11-12 200s of butterfly, breaststroke and backstroke, all 400 IM, 500 freestyle and 1650 freestyle events. All heats of the 1650 and 11-12 500s will be swum in the prelims sessions. The fastest heat of 11-12 200s of stroke, 13-14 and Senior 400 IMs and 500 frees will be swum at Finals.
 - 3. The Meet format may be changed by a majority vote of eligible members present at the Pre-meet coaches meeting, except for those already awarded. In unusual circumstances that may arise between AD Meetings, the meet format may be changed by a 2/3 majority of the Meet Committee.
 - e. Eligibility
 - i. Current AD championship meet eligibility
 - f. Awards
 - i. Current awards policy.
 - g. Entry Procedure
 - i. Current entry procedure
- F. Officials
- i. The Meet Referee shall be recommended by the host with the concurrence of the AD officials chair.
 - ii. An Administrative Referee and Chief Judge shall be named by the Meet Referee prior to the meet
 - iii. Other key officials will be assigned where possible. The Meet Referee will establish final assignment and schedule of officials.
 - iv. National certification will be offered for officials at this meet.
- G. Protests
- a. A Meet Jury will adjudicate any meet protests, including issues of conduct that may occur in the meet venue. All protests must be made in writing.
 - i. The Meet Jury will consist of the Meet Director, the Meet Referee and, depending upon the session in which the protest originated, an Athlete, a Coach and a representative from the host group. Any member of the Meet Coordination Committee may provide support to the Meet Jury as an ex-officio member.
 - ii. The Meet Jury shall refer to Rule 102.11 of the USA Swimming Rules and Regulations regarding all protests.
 - iii. The Meet Jury may not change any of the rules of eligibility, substitution, or scoring.
 - iv. The Meet Jury shall not overrule a previously rendered decision of the Meet Coordination Committee.
 - v. The Meet Coordination Committee shall serve as the Review Board (referred to in 102.11.5) to consider any protest that is not resolved during competition.
 - b. Misconduct
 - i. Any issues of conduct that occur within the meet venue will be adjudicated by the Meet Jury
 - ii. Misconduct includes but is not limited to:
 - 1. Violation of the safety guidelines outlined in the meet announcement
 - 2. Disrespect to meet management personnel, officials or fellow athletes
 - 3. Stealing, destroying, vandalizing or possessing the property of others.
 - 4. Possession or use of alcoholic beverages, tobacco products or illegal drugs.
- H. Post Meet Obligations
- a. Shall include Prelims and Finals results of all Individual and Relay Events, including all intermediate splits. Relay results shall include all four swimmers' names.
 - b. Shall be provided to the AD Webmaster using approved meet management software for posting within 24 hours of the conclusion of the meet.