



May 16 – May 19, 2024

**2024 Eastern Zone Super Sectional Meet
SwimRVA - CSAC
Richmond, VA**

Hosted by Virginia Swimming Inc. & SwimRVA

USA Swimming, Inc., Virginia Swimming, Inc., and Greater Richmond Aquatics Partnership, DBA SwimRVA shall be held free and harmless from any and all liabilities or claims for damages arising by reason of injuries to anyone during the conduct of this event.



Meet Sanction # VS-24-85
Time Trials Sanction # VS-24-85TT

Co-Meet Director:	Adam Kennedy	adam.kennedy@swimrichmond.org
Co-Meet Director:	Mary Turner	myturner525@gmail.com
Meet Referee:	Tom Allison	tom_allison@icloud.com
Administrative Referee:	Kelly Rowell	kmcr.pvs@gmail.com
LSC Officials Chair:	Michael Sizemore	mcsizemore@gmail.com
Meet Safety Officer:	Rebecca Quicke	rebecca.quicke@swimrichmond.org

LOCATION:

5050 Ridgedale Parkway, Richmond, VA 23234 Telephone (804) 271-8271.

FACILITY:

Indoor Facility with 50M competition pool

- The 50-meter competition pool with bulkhead offers 2 eight-lane, 25-yard competition pools with a depth of 7' 7" to 8' 1" end to end. Competition lanes are 8' 3" wide. Colorado Automatic Timing System with digital scoreboard
- Indoor 6-lane 25-yard pool for continuous warm-up, cool-down. • Non-Turbulent Lane Markers in both pools
- Myrtha Starting Blocks with foot wedge and backstroke ledge, CTS6 with automatic and semiautomatic timing, backup Dolphin wireless stopwatches.
- Spectator seating for 700
- The meet host will ensure that the competition course meets the required dimensions as specified in 103.3 USA Swimming Rules and Regulations.
- American Red Cross certified lifeguards will be on duty for the duration of the contest. The facility is also equipped with first aid supplies, 2 AEDs and emergency oxygen.

ELIGIBILITY:

- The Eastern Zone Speedo Long Course Championship Series Meet is open to any swimmer in the Eastern Zone who is registered with USA Swimming prior to the first day of the meet and has a qualifying time ([2024 EZ SC Sectional Qualifying Times](#)).
- The qualifying time must have been achieved between January 1, 2023 and the meet entry deadline.
- **This meet will be capped at 650 athletes.** Entries will be accepted from teams until this limit is reached. Teams accepted into the meet will be allowed to enter New Qualifiers assuming the procedures and requirements listed for those entry types are followed.

OFFICIALS:

- The application to officiate can be found in the meet information on the [Meets page](#) of the Eastern Zone website.
- Deadlines to Apply:



- April 30, 2024: Officials requesting an assigned position or national evaluation.
- Tuesday, May 7, 2024: Officials working other positions but not seeking national evaluation.
- A request will be submitted for this meet to be approved as a National Certification Qualifying Meet for all positions under the National Officials Certification Program. Any official interested in being evaluated should submit an Application to Officiate noting the request for evaluation. Details of the certification program can be found on the [USA Swimming Website](https://www.usaswimming.org)

GENERAL MEETING:

The meeting will be held via Zoom on Monday, May 13, 2024 at NOON.

- The link to the meeting: <https://us02web.zoom.us/j/5745450762>
- Coaches are accountable for the information presented. Accordingly, please make sure that there is at least one representative from your club in attendance.

FACILITY SCHEDULE:

- Wednesday, May 15: 1:00 pm – 8:30 pm
- Thursday – Sunday, May 16 – 19: 6:30 am – 30 minutes after last event.

REGISTRATION SCHEDULE:

- Wednesday, May 15: 1:00 pm – 8:00pm
- Thursday, May 16: 6:30 am – 11:00am
- Other times: Contact the Front Desk/Meet Director

MEET SCHEDULE:

- Wednesday, May 15
 - General Warm-up: 1:00 pm – 8:30 pm in 50 m competition pool only
- Thursday, May 16 – Sunday, May 19
 - Prelims Warm-up: 6:30 am – 8:30 am
 - Prelims Start: 8:45 am
 - Finals Warm-up: Not before 4:00 pm-4:50 pm
 - Finals Start: Not before 5 pm

MEET FORMAT:

- The meet will be swum with circle-seeded preliminary heats in the morning session.
- If 599 or fewer swimmers entered in an individual event are participating in the meet, the A and B Finals will be open to any age, based on that day's preliminary heat results, and the C Final will be open to 18&Under athletes only.
- If 600 or more swimmers entered in individual events are participating, the A, B and C Finals will be open to any age, based on that day's preliminary heat results, and the D Final will be open to 18&Under athletes only.
- Finals will be swum D-Final, C-Final, B-Final, and A-Final (in that order) in the evening session, unless otherwise noted.
- **Thursday Distance Events (W 800/M 1500):**
 - The women's 800 meter Freestyle will alternate with the men's 1500 meter Freestyle and will be swum fastest to slowest.
 - The fastest heat of each event will be swum at the beginning of the evening finals session.



- The remaining heats will be swum after the last heat of the men's 200 free relay in prelims.
- There will be a 5 min break following the men's 200 free relay in prelims to reset timers and course for the W 800/M 1500.
- The heat order and schedule will be published after the scratch deadline on Wednesday.
- These events are timed finals.
- **Sunday Distance Events (W 1500/M 800):**
 - The women's **1500** meter Freestyle and men's **800** meter Freestyle are timed final events and will be swum slowest-to-fastest.
 - The fastest heat of each event will swim at the beginning of the evening final session.
 - The remaining heats will swim on Sunday afternoon, alternating women and men, such that the last heat finishes at the start of finals warm-up.
 - These events are timed finals.
- **Thursday & Sunday Early Distance option:** Athletes will have the option of declaring a preference for early afternoon or regular seeding for these events. This preference must be indicated prior to the scratch deadline for the day on which the event will be swum. Swimmers can also ensure an early distance swim by entering with a non-conforming, qualifying time.
- **Relay Events:**
 - Relays are timed-final events.
 - The fastest two heats will swim with finals during the evening session. Remaining heats will swim with preliminaries during the morning session.
 - Relays follow the same scratch procedures as individual events.
 - The deadline for returning relay cards to the Admin table will be announced at the General Meeting.
 - Relay participants may only compete on one relay team per relay event, either the 'A' relay or 'B' relay but not both.
 - **200 Medley Relay must be entered with a provable 400 Medley Relay times.**
- **Sunday Relays (400 medley relay):**
 - Any relay that wishes to swim with preliminaries during the morning session may do so.
 - **ALL** Sunday relays **MUST** indicate a preference for swimming with preliminaries or with finals, by the scratch deadline (Saturday at 6:30pm).
 - The fastest two heats of relays that do not declare a preference to swim in preliminaries will be seeded in the evening finals. All other Sunday relays will swim during the Sunday morning preliminaries.
- **A/B Flight Format:** Dependent on the number of entries, and at the discretion of the Meet Referee, the preliminary sessions may be conducted in an "A/B Flight" format. If adopted, details of this procedure, including the number of heats of each event to be swum in the "A Flight" session, will be announced at the general meeting.
- There will be a five (5) minute break after the 200 Medley Relay on Thursday and before the start of each of the other sets of relays (women/men). This 5 minute break will apply to both preliminary and final sessions.

ENTRY INFORMATION:

- **MEET ENTRY OFFICER:** Mary Turner, (434-352-5451) – mail to: myturner525@gmail.com.
- **Regular Entry Deadline: Thursday, May 2, 2024 at 11:59 pm EST**
- **New Qualifying Swims: Entry Deadline: 3:00 PM EST, Monday, May 13th**
- **This meet will be capped at 650 athletes.** Entries will be accepted from teams until this limit is reached. Teams accepted into the meet will be allowed to enter New Qualifiers and Late



Entries assuming the procedures and requirements listed for those entry types are followed.

- Qualification Period: January 1, 2023 through entry deadline for meet.
- Entry Fees:
 - \$20.00 for individual events
 - \$30.00 for relay events
 - \$10.00 per swimmer surcharge.
- **On-Line Meet Entry (OME):**
 - OME will open for this meet on Tuesday, March 26, 2024, at noon EST.
 - Entries prior to the regular entry deadline will be processed using the USA Swimming On-Line Meet Entry System (OME) ONLY. Email entries during the regular entry period will not be accepted.
 - Instructions for submitting entries through OME can be found at the end of the meet announcement.
- Conforming and Non-Conforming times may be used for entry. Seeding Order: LCM, SCM, SCY. Bonus entries are seeded last in the same order.
- Coach Times (CT) are **not allowed** for any event. All entry times must have been achieved in a sanctioned, approved, or observed meet.
- “No Time” entries for individual or relay events will not be accepted.
- **Entry Limits:**
 - Individual Events: Athletes may enter all events for which they qualify, however they may only compete in seven (7) individual events for the meet, and no more than three (3) individual events per day.
 - Relay Events: Two (2) per team per event. All entries for 200 m Medley relays must use 400 m Medley relay times.
- **New Qualifying Swims: Entry Deadline: 3:00 PM EST, Monday May 13th**
 - New qualifiers from meets occurring between the date that the meet reaches capacity or May 2, 2024 and May 13, 2024 will be submitted in a separate meet set-up file, not through OME. This set-up file will be available on the Eastern Zone Meet page NLT Thursday, May 9th, 2024.
 - New Qualifier entries must be submitted to the Meet Entry Officer by the deadline stated above or will be considered late entries and charged accordingly.
 - These entries may not be used to improve the seed time of an earlier entry.
- **Late Entries:** If the athlete cap is not reached prior to the entry deadline, any team or athlete missing the entry deadline will be permitted to enter late, subject to the following requirements:
 - Late entries must be emailed to the Meet Entry officer and received no later than 12 NOON (EST) Tuesday, May 14, 2024.
 - The team or athlete must pay a one-time processing fee of \$150 and entry fees of \$30 per individual event.
 - Late entries may not be used to improve the seed time of an earlier entry.
- **Questions Regarding OME and entries?** Contact: Mary Turner, myturner525@gmail.com, (434)352-5451
- Payment for new qualifying entries and late entries must be made credit card.
 - Payment by credit card can be submitted through the [Payment Center](#) on the Virginia Swimming website.
- The total fees for all entries, including any late entry fees, must be paid prior to the first session of the meet (Thursday, May 16, 2024). Failure to pay entry fees by this deadline could result in



teams being barred from the meet.

ENTRY RULES:

- **Entry Limits:**
 - A swimmer may enter any number of individual events in which the qualifying time standard has been met.
 - Maximum per day: three (3) individual events, including time trials.
 - Maximum for the meet: seven (7) individual events (does not include time trials).
 - Each team may enter up to 2 relays in each event.
- **Bonus Events:**
 - Swimmers making one (1) qualifying time will be permitted to enter six (6) bonus events.
 - Swimmers making two (2) qualifying times will be permitted to enter five (5) bonus events.
 - Swimmers making three (3) qualifying times will be permitted to enter four (4) bonus event.
 - Swimmers making four (4) qualifying times will be permitted to enter four (3) bonus event.
 - Swimmers making five (5) qualifying times will be permitted to enter two (2) bonus event.
 - Swimmers making six (6) qualifying times will be permitted to enter one (1) bonus event.
 - Bonus entries are seeded last.
 - There shall be no bonus swims for the 800 freestyle or 1500 freestyle except for the following condition: any swimmer achieving a qualifying time in the 800 freestyle or 1500 freestyle may select the other distance event as one of his/her allowable bonus events.
 - See Entry Information for seeding order.
- All relay swimmers must be included in the meet entry file.

PROOF OF TIME:

- Verification of times for all events (including relays) is required.
- Proof of times including the date and name of the meet where the time was achieved must be included with the entry file.
- Any additional proof of time must be submitted to the Administrative Referee prior to the Scratch deadline for the session in which the event is being swum. The Proof of Times must include the name and USA-S ID of the athlete as well as the meet, event and time swum.
- High School, College, YMCA and similar non-USAS swims must be a swim officially authorized by USA Swimming.
- Failure to prove a time will result in a fine of one hundred dollars (\$100) per swim and the club will be responsible for paying the fine. The fine must be submitted to Virginia Swimming. Failure to pay the fine will result in exclusion from future EZ meets.
- **Warning:** Any club that enters an unregistered athlete, falsifies an entry in any way, or permits an unregistered coach to represent them, will be fined the sum of \$100.00, and no further entries will be accepted from the club until the fine is paid. All swimmers, coaches and officials must be properly registered with USA Swimming for 2024.

WARM-UP PROCEDURES:

The following Virginia Swimming warm-up procedures and safety policies will be followed:

- All swimmers must start warm-ups from either the start end or the turn end of the pool. Entry into the pool from the sides is prohibited. Entry is feet-first unless the lane has been designated for one-way starts.
- Swimmers must be under supervision of a USA Swimming credentialed coach during warm-



ups. All warm-up periods shall be supervised by the appointed marshals.

- Use of training equipment, which may include but is not limited to kick boards, pull buoys, paddles, bungee cords, and snorkels, is prohibited during warm-ups.
- During preliminary warm-ups, all but the final 30 minutes will be dedicated to general warm-up. Specific warm-ups will be conducted during the last 30 minutes.
- During Finals warm-ups, periods are divided equally between general and specific programs. The first half of the warm-up will be dedicated to general warm-up and the last half will be dedicated to specific warm-up.
- During the general warm-up, no pace work or sprinting will be permitted.

SCRATCH PROCEDURES:

- The scratch box and AM/PM designation cards will be located at the Resolutions Desk with the Administrative Referee.
- This meet will follow the National Championship Scratch Rules as specified in rule 207.11.6 except for 207.11.6B. Specific procedures will be explained at the General Meeting on Monday.
- **The Eastern Zone Policy for No Shows in Sunday's finals will be observed. Any swimmer who is initially announced as qualifying for a final event, excluding alternates, and does not show up to compete (without properly scratching or without being excused by the Referee) will be subjected to a \$50 fine.**
- **Scratch deadlines:**
 - Wednesday, **5:30 pm**: All Thursday events (including the **200 Free Relay, 200 Medley Relay**, and am/pm preference for the **W800** and **M1500**)
 - Thursday, **5:30 pm**: All Friday events (including **400 free relay**).
 - Friday, **5:30pm**: All Saturday events (including **800 Free relay**).
 - Saturday, **5:30pm**: All Sunday events (including **400 medley relay** and am/pm preference for the **W 1500** and **M800**).

TIME TRIALS:

Time trials will be offered each day, time permitting.

- Time trial fees:
 - \$25.00 for individual events
 - \$35.00 for relays
- Information about the distance Freestyle time trials on Thursday will be provided at the General Meeting.
- All time trials will be randomly seeded and will start no earlier than 15 minutes after the conclusion of the preliminaries session.
- Time trials may be seeded with mixed events and genders in heats with no open lanes between them. Events longer than 200 meters may be similarly combined regardless of distance.
- Time trials are open to all swimmers entered into the meet, including relay-only swimmers.
- Each swimmer is limited to a maximum of three (3) time trials swims during the meet. Also, please be aware that time trials count towards the daily maximum of three events, but not towards the seven (7) swims maximum for the meet.
- Registration for time trials will close at 10:00am each day, unless otherwise announced at the General Meeting. Time trials will be conducted as long as there is time available.
- The order of events for time trials is listed below. **Note that the 800 freestyle and 1500**



freestyle are only offered on Thursday.

- Thursday time trials: Thursday/Friday/Saturday/Sunday, in that order. Time trials for the distance events may be seeded in empty lanes in preliminary sessions.
- Friday time trials: Friday/Saturday/Sunday/Thursday (non-distance only) events, in that order.
- Saturday time trials: Saturday/Sunday/Thursday (non-distance only)/Friday events, in that order.
- Sunday time trials: Sunday/Thursday (non-distance only)/Friday/Saturday events, in that order.

RULES:

- The current USA Swimming Rules and Regulations, including the Minor Athlete Abuse Protection Policy, will govern this meet.
- All adults participating in or associated with this meet, acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy (MAAPP) and that they understand that compliance with the MAAPP policy is a condition of participation in the conduct of this competition.
- The scratch procedures listed in the current *USA Swimming Rules and Regulations*, Article 207.11.6, will be in effect, except for 207.11.6B and E.4 will be in effect.
- 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.
- Any swimmer entered in the meet must be certified by a USA-S member coach as being proficient in performing a racing start or must start each race from within the water. When unaccompanied by a member coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with the requirement.
- 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 not permitted.
- Changing, in whole or in part, into or out of swimsuit when wearing just one suit in an area other than in a locker room, bathroom, or other space designated for changing is PROHIBITED.
- In accordance with VSI best practices, all swimmers should shower before entering the pool.
- Any 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.
- In accordance with VSI 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.

ATHLETES WITH A SERIOUS MEDICAL CONDITION:

- The swimmer (or the swimmer's coach) is responsible for notifying the Meet Referee, prior to the competition, of the medical condition that is potentially life-threatening while swimming and of any requested accommodations. Early notice (e.g., concurrent with the meet entry) is encouraged to allow for any needed planning or logistical support.



- This provision does not apply to medical conditions that are not life-threatening while swimming, including injuries that limit range of motion.
- The swimmer/coach shall provide a Personal Assistant(s) as needed.

TIMERS:

- It may be necessary to solicit timers from the spectators attending the meet. All visiting teams should be prepared to provide meet timers. The meet director reserves the right to assign teams with lane assignments for timer coverage depending on entries.
- All athletes entered in distance events (800 and 1500 freestyles) need to supply their own timers and counters.
- All time trial athletes need to supply their own timers.
- Anyone wishing to time may do so. If you volunteer, the cost of admission per session will be complimentary or refunded, not to exceed amount of the general admission all session pass. This offer is not valid for time trials or distance events.
 - Documentation of volunteer hours is available for community service hours and can be provided upon request.
 - *ALL INTERESTED IN TIMING NEED TO SIGN UP THROUGH THE CLICKING THE APPLICATION HERE – [2024 EZ LC SUPER SECTIONAL TIMER APPLICATION.](#)*

DECK ACCESS:

- Please use designated pool entry areas.
- Only swimmers, coaches, officials, and meet staff with proper credentials will be permitted on the pool deck. These must be visible at all times when on deck.
- Coaches must request a deck pass through OME. Deck passes will only be issued to individuals registered with USA Swimming.
- All coaches must be prepared to show a current USA Swimming registration card at the registration table to receive their deck pass. Replacements for lost credentials will cost \$10.00.
- No swimmer will be issued a credential without a coach member present. If the home club coach is not planning to attend the event, swimmer must be assigned a supervising coach (per USA Swimming rule 202.3.2). Arriving with fellow LSC club/coach is preferred. However, if a swimmer arrives without a coach, he/she must find a willing coach at the facility to sign supervision form before a credential can be issued.
- Teams will be allocated deck passes for coaches using the following formula based on the number of athletes entered into individual events:
 - 1-8 swimmers in individual events or 1 relay only team: 1 deck pass
 - 9-14 swimmers in individual events: 2 deck passes
 - 15-25 swimmers in individual events: 5 deck passes
 - 26 or more swimmers in individual events: 6 deck passes
 - Unattached swimmers entered without a team: 1 deck pass.
 - Unattached swimmers with a team will be counted in the numbers for the team.
 - Additional deck passes can be purchased at the Meet Registration Desk for \$35.

SCORING: Scoring will be handled according to USA Swimming Rules and Regulations based on the number of heats swum in finals.

AWARDS:



- Individual events: Top 3 finishers
- Relay events: Top 3 relay teams
- Team awards (female, male, and combined scores): Top 3 teams
- Individual high point: Top 3 female and top 3 male
- If only three heats are swum in finals, awards will be presented immediately following each event. If four heats, there will be no formal awards presentation.
- The coach of each event's winning competitor should report to the awards area prior to awards presentations.
- A full sequencing of events and awards will be published with the heat sheet for each finals session.

CONCESSIONS:

There will be a concession stand open for the duration of the meet. The concession area is on the main level of the pool.

HOSPITALITY:

A hospitality area will be available for coaches and meet staff. Coaches and meet staff must have appropriate credentials to enter the hospitality area. The Hospitality Area will be in the Community Room at the front of the building.

SPECTATOR ADMISSION AND HEAT SHEETS:

- The spectator seating area is on the upper level of Collegiate School Aquatic Center and will open one hour before the start of each session.
- Electronic heat sheets will be provided.
- Admission Charge:
 - Individual Session: \$10
 - All Sessions: \$50

COLLEGIATE SCHOOL AQUATIC CENTER RULES:

- Access to the deck is limited to coaches, athletes, meet officials, and event staff. Spectators will not be allowed on deck unless volunteering as timers; lap counters, or at other needed volunteer positions.
- All air flow in take Vents on deck are not to be blocked by chairs, benches, spectators or towels!
- VSI & CSAC requires swimmers to take a shower before entering the swim pool.
- Family rest rooms are reserved for coaches and officials use only. Individuals needing access should make arrangements with the meet director.
- Spectators may not sit in the aisles and may not reserve blocks of seats.
- No glass containers of any kind are allowed in the facility.
- No lawn/deck chairs allowed in the grandstand.
- Objects are not to be passed over the grandstand railing.
- No smoking on the campus.
- Shoes are suggested to be worn in all areas outside the pool deck including locker rooms.
- Doors are not to be propped open (HVAC).



- The front door is the only entry/exit door for the facility.
- Young children must be supervised by an adult.
- No tape of any kind is to be used inside to hang signs, banners or decorations.

LOCKER ROOMS:

Day lockers will be available for athletes, coaches and officials. Do not leave locks on lockers overnight. Do not leave valuables in your locker. SwimRVA and Virginia Swimming are NOT responsible for lost or stolen property.

MEDICAL ASSISTANCE: Medical assistance will be provided at the facility. If you require medical assistance, please notify a facility lifeguard, or a member of the meet staff.

PARKING:

- Parking at the facility is available to patrons of the pool associated with the meets, employees, coaches and officials.
- There will be a drop off area designated. Please follow guidance of parking attendants.



May 16– May 19, 2024

Order of Events

Thursday, May 16, 2024		
<i>Prelims: 8:45am start</i>		
Event		
1	200 meter Medley Relay	2
3	200 meter Individual Medley	4
5	100 meter Freestyle	6
7	100 meter Breaststroke	8
9	800 meter Freestyle	
	1500 meter Freestyle	10
11	200 meter Freestyle Relay	12

Friday, May 17, 2024		
<i>Prelims: 8:45am start</i>		
Event		
13	200 meter Freestyle	14
15	100 meter Butterfly	16
17	400 meter Individual Medley	18
19	400 meter Free Relay	20

Saturday, May 18, 2024		
<i>Prelims: 8:45am start</i>		
Event		
21	200 meter Butterfly	22
23	100 meter Backstroke	24
25	400 meter Freestyle	26
27	800 meter Free Relay	28

Sunday, May 19, 2024		
<i>Prelims: 8:45am start</i>		
Event		
29	200 meter Backstroke	30
31	50 meter Freestyle	32
33	200 meter Breaststroke	34
37	400 meter Medley Relay	38
	AFTERNOON	
35	1500 meter Freestyle	
	800 meter Freestyle	36

