



March 21 – March 24, 2024

2024 Eastern Zone Sectional Meet

Christiansburg, VA

USA Swimming, Inc., Virginia Swimming, Inc., H20kie Aquatics, and Christiansburg Aquatic Center 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.

In applying for this sanction Virginia Swimming and H20kie Aquatics agree to comply and to enforce all health and safety mandates and guidelines of USA Swimming, Virginia Swimming, the Commonwealth of Virginia and the Town of Christiansburg.

Hosted by Virginia Swimming Inc. & H2Okie Aquatics



Meet Sanction # VS-24-75

Time Trials Sanction # VS-24-75TT

Co-Meet Director:	Scott Baldwin	edbaldwi@vt.edu
Co-Meet Director:	Mary Turner	myturner525@gmail.com
Meet Referee:	Barbara Ship	barbara.ship.referee@gmail.com
Administrative Referee:	Betsy Russell	adm1nbetsyr@gmail.com
LSC Officials Chair:	Michael Sizemore	mcsizemore@gmail.com
Meet Safety Officer:	Nancy Anderson	nancylade@gmail.com
Facility Manager:	Nathan Destree	ndestree@christiansburg.org

LOCATION:

Christiansburg Aquatic Center, 595 North Franklin Street, Christiansburg, VA 24073, Telephone (540) 381-7665

FACILITY:

Indoor Facility with 50M competition pool

- 50 Meter by 25 yard pool, lanes have non-turbulent lane lines, deck-anchored starting blocks and water depth of min. of 7.0 feet. The race course will be set up to swim widths with the pool depth sloping from 7 to 17 feet.
- Colorado Automatic Timing System with digital scoreboard
- The meet host will ensure that the competition course meets the required dimensions as specified Article 103.3 USA Swimming Rules & Regulations.
- Depending on the number of entries, at the discretion of the meet committee and EZ leadership, a 10 lane course or two 8 lane courses may be used for preliminary and distance events, and an 8 lane or 10 lane course may be used for Finals (including the fastest heat of the W1000/M1650).
- Lifeguards will be on duty during this event. In addition, AEDs are on premises.
- In order to provide parents/guardians who are outside of the facility the ability to view their athletes' events, this meet may be video streamed following all MAAPP guidelines. By attending or participating in this competition, you acknowledge and grant permission to be included in the video-streaming.

ELIGIBILITY:

- The Eastern Zone Speedo Short Course Championship Series Meet is open to any swimmer in 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 800 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.

OFFICIALS:

- [Application to Officiate](#)
- **Certified officials wishing to be considered for an assigned position or national evaluation**



should submit an application by March 10, 2024.

- Officials wishing to work the meet may submit an application by Tuesday, March 19, 2024.
- 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 the Application to Officiate noting the request for evaluation. Details of the certification program can be found on the [USA Swimming Website](#).

GENERAL MEETING:

- The meeting will be held via Zoom on Monday, March 18, 2024 at 7:30 pm. The link to the meeting will be sent out NLT Friday, March 15, 2024.
- 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, March 20: 10:00am – 2:00pm; 5:30pm – 8:00pm (subject to change)
- Thursday, March 21: 10:00am – 8:00pm
- Friday – Sunday, March 22 - 24: 6:45am – 30 minutes after last event.

REGISTRATION SCHEDULE:

- Thursday, March 21: 10:00am – 8:00pm
- Friday, March 22: 7:00am – 11:00am
- Other times: Contact the Front Desk/Meet Director

MEET SCHEDULE:

- Thursday, March 21
 - General Warm-up: 10am – 8pm
 - Distance Warm-up: 2:00pm Competition Pool
 - Distance Session Start: 3:30pm
- Friday, March 22 – Saturday, March 23
 - Prelims Warm-up: 6:45am-8:30am
 - Prelims Start: 8:45am
 - Finals Warm-up: 4:30pm-5:20pm
 - Finals Start 5:30 pm
- Sunday, March 24
 - Prelims Warm-up: 6:30am-8:30am
 - Prelims Start: 8:45am
 - Finals Warm-up: 3:30pm-4:20pm
 - Finals Start: 4:30pm

MEET FORMAT:

- The meet will be swum with circle-seeded preliminary heats in the morning session.
- If 599 or fewer swimmers who are entered in at least one 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 are 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 1000/M 1650)**: See Timing section for additional information.
 - The women's 1000 yard Freestyle will alternate with the men's 1650 yard Freestyle and will be swum fastest to slowest.
 - The heat order and schedule will be published after the scratch deadline on Wednesday.
 - These events are timed finals.
- **Sunday Distance Events (W 1650/M 1000)**: See Timing section for additional information.
 - The women's 1650 yard Freestyle and men's 1000 yard Freestyle are timed final events and will be swum slowest-to-fastest.
 - 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 Sunday's events.
 - The fastest heat of swimmers in each of these events who have not indicated a preference to swim early will swim after the men's 200 Freestyle Relay in the evening finals. Swimmers can also ensure an early distance swim by entering with a non-conforming, qualifying time.
 - The remaining heats will swim on Sunday afternoon, alternating men and women, such that the last heat finishes at 3:30 pm.
- **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.
 - After cards have been submitted, names/order may be changed up to the time of the swim.
 - Relay participants may only compete on one relay team per relay event, either the 'A' relay or 'B' relay but not both.
 - **200 yard Medley Relay must be entered with a provable 400 Medley Relay times.**
- **Sunday Relays (400 medley relay)**: The "Sunday Relay Rule" will be in effect.
 - 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 check-in deadline (Saturday at 6:00pm).
 - 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.

ENTRY INFORMATION:

- **MEET ENTRY OFFICER:** Scott Baldwin, (540)-998-2327
- **REGULAR ENTRY DEADLINE:** 11:59 PM, TUESDAY, MARCH 12th.
- **NEW QUALIFYING SWIMS: Entry Deadline:** 3:00 PM EST, Monday, March 18th
- **This meet will be capped at 800 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.
- **On-Line Meet Entry (OME):**



- OME will open on Monday, February 5th at 10am 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.
- Entry fees will be submitted through OME.
- Conforming and Non-Conforming times may be used for entry. Seeding Order: SCY, LCM, SCM. Bonus entries are seeded last in the same order.
- **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.**
- Qualification Period: January 1, 2023 through entry deadline for meet.
- Conforming and Non-Conforming times may be used for entry.
- 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 Fees: (Payment will not be submitted through OME. See below for instructions for submitting payment.)
 - \$16.00 for individual events
 - \$32.00 for relay events
 - \$7.50 per swimmer surcharge.
- **NEW QUALIFYING SWIMS: Entry Deadline: 3:00 PM EST, Monday, March 18th**
 - New qualifiers from meets occurring between March 12, 2024 and March 17, 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, March 14, 2024.
 - New Qualifier entries must be submitted to the Meet Entry Officer by 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:** Any team or athlete missing the entry deadline will be permitted to enter late, subject to the following requirements:
 - Entries must be emailed to the Meet Entry officer and received no later than **12 noon (EST) Tuesday, March 19, 2024.**
 - The team or athlete must pay a one-time processing fee of \$150 and entry fees of \$32 per individual event.
 - Late entries may not be used to improve the seed time of an earlier entry.
- **Questions?** Contact: Scott Baldwin, edbaldwi@vt.edu, (540) 998-2327
- Payment by check for any New Qualifier or Late entries must be received at or before the first session in which the team has swimmers entered. If payment is not received by this time, the entries in question will be scratched from the meet.
- **Payment for entries must be made by check or credit card.**
 - Checks should be may payable to **Virginia Swimming** and mailed to
 Virginia Swimming
 PO Box 1059
 Appomattox, VA 24522



- 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, March 21 2024.) Failure to pay entry fees by this deadline could result in teams being barred from the meet.**
- Payment for events entered at the meet must be made to Administrative Referee at the time of the request.

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 entering with 1 qualifying time will be permitted to enter 6 bonus events.
 - Swimmers entering with 2 qualifying times will be permitted to enter 5 bonus events.
 - Swimmers entering with 3 qualifying times will be permitted to enter 4 bonus events.
 - Swimmers entering with 4 qualifying times will be permitted to enter 3 bonus events.
 - Swimmers entering with 5 qualifying times will be permitted to enter 2 bonus events.
 - Swimmers entering with 6 qualifying times will be permitted to enter 1 bonus event.
 - Swimmers entering with 7 qualifying times will not be allowed to enter any bonus events.
 - Bonus entries are seeded last.
 - There shall be no bonus swims for the 1000 freestyle or 1650 freestyle except for the following condition: any swimmer achieving a qualifying time in the 1000 freestyle or 1650 freestyle may select the other distance event as one of his/her allowable bonus events.
 - See Entry Information for seeding order.
- All relay-only swimmers must be included in the meet entry file.

PROOF OF TIME:

- Proof 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 requested proof of times 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 achieved in a meet officially authorized by USA Swimming.
- After the meet, the meet host will conduct an audit of entry times vs. meet results. Based on the results of this audit, a team may be required to provide proof of time for selected swims, if not already proven. Proof of time has been defined as a time included in the SWIMS database, or which can be proven by official meet results (including the cover sheet).
- 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:

- Information about submitting scratches from prelims and finals will be provided at the General Meeting.
- **Scratch deadlines:**
 - **Wednesday, 5:00pm:** All Thursday events (W 1000/M 1650).
 - **Thursday, 4:00pm:** All Friday events (including 800 free relay).
 - **Friday, 6:00pm:** All Saturday events (including 200 Medley and 400 free relay).
 - **Saturday, 6:00pm:** All Sunday events (including W 1650/M 1000, 200 free relay and 400 medley relay).
- This meet will follow the National Championship Scratch Rules as specified in rule 207.11.6 with exception of 207.11.6B and E.4. Specific procedures will be explained at the General Meeting.
- **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.**

TIME TRIALS:

Time trials will be offered each day, time permitting.

- Time trial fees:
 - \$20.00 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 preliminary sessions on Friday, Saturday and Sunday (time permitting).
- Time trials may be seeded with mixed events and genders in heats with no open lanes between them. Events longer than 200 yards 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 time trials during the meet.
- Athletes need to provide their own timers for time trials.
- Be aware that time trials count towards the daily maximum of three events but not to the total number of events for the meet.
- Registration for time trials will close at 3:30 pm on Thursday and at 10 am on Friday, Saturday, and Sunday, unless otherwise announced at the General Meeting.
- Time trials will be conducted as long as there is time available. Time trials on Thursday, Friday and Sunday will be limited to an hour each day. On Saturday, time trials must conclude by 1 pm. Time trials on Sunday will end no later than 30 minutes prior to the start of the heats of the **Women's 1000 free/Men's 1650 free**.
- The order of events for time trials is listed below. **Note that the 1000 freestyle and 1650 freestyle are only offered on Thursday.**
 - Thursday time trials: 1000 free, 1650 free events only.
 - Friday time trials: Friday/Saturday/Sunday events, in that order.
 - Saturday time trials: Saturday/Sunday/Friday events, in that order.
 - Sunday time trials: Sunday/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 MAAPP 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 with the exception of 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 (1000 and 1650 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 host will refund the cost of a daily admission charge per session, 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.

DECK ACCESS: Please use designated pool entry areas. **The rear pool deck entrance from parking lots A, B and C will only be accessible with a meet credential. Otherwise, please use front entrance.**

- 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: 2 deck pass
 - 9-14 swimmers in individual events: 3 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 upper level of the pool, near the restrooms.

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 Wet Classroom located just off the Competition Pool deck.

SPECTATOR ADMISSION AND HEAT SHEETS:

- The spectator seating area will open one hour before the start of each session. The spectator entrance is on the upper level of Christiansburg Aquatic Center.
- Admission Charge:
 - Individual Sessions: \$10
 - All Sessions: \$50
- Electronic heat sheets will be available on Meet Mobile and www.virginiaswimming.org.

CHRISTIANSBURG AQUATIC CENTER RULES:

- Concessions will be allowed in designated areas only. Drinks are only permitted if in plastic bottles or covered plastic/paper cups.
- Young children must be supervised by an adult.
- Observers are to stay in designated areas.
- No tape of any kind is to be used inside to hang signs, banners or decorations. Please consult with the Director of Aquatics prior to hanging up any signs, banners or decorations.
- Only Aquatic Staff are permitted in the Aquatic Offices, Equipment Room and First Aid Office unless approved by Aquatic Staff Management.
- No smoking is permitted within the Town of Christiansburg Aquatic Center.
- The Town of Christiansburg Aquatic Center is not responsible for any lost or stolen items. Make sure someone you know is always present supervising individual/team belongings.
- No unauthorized persons are permitted to use the stereo system without the permission of the Aquatic Director.
- No glass containers of any kind are to be brought into the pool complex.
- Parking violators will be subject to fines and/or towing as posted.
- The Aquatic Center strongly encourages showering prior to entering the pool.
- All emergency exits and walkways must remain clear.



LOCKER ROOMS:

Day lockers will be available for athletes. Do not leave locks on lockers overnight. Do not leave valuables in your locker. Christiansburg Aquatic Center and Virginia Swimming are NOT responsible for lost or stolen property. The Virginia Tech Varsity locker room is off-limits to all participants.

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:

- Free parking will be available at the Christiansburg Aquatic Center for officials and coaches on a first come, first served basis.
- Lots B and C will be reserved for Coaches and Officials on a first come, first served basis. Coach and Officials parking passes will be given out at registration.
- Coach and Official Parking Pass **MUST** be shown on dash of vehicle in order to park in lots B, and C at the Aquatic Center.
- Parking for spectators and parents is available in the lots D, E, and F as well as street parking in front of the building and the gravel parking lot adjacent to the facility.
- Handicap vehicles will be permitted to park in designated spaces.
- Bus parking will be available in at Christiansburg High School for all finals sessions as well as preliminary session on Saturday and Sunday. Buses should return to each team's hotel on Wednesday and preliminary session on Thursday and Friday.
- All vehicles must be in appropriately marked parking spaces. **No parking** in areas marked by a yellow curb.
- Overflow parking will also be available at Community Housing Center Partner's **ONLY** on Saturday 3/23 and Sunday 3/24. **Any vehicles parked there Thursday – Friday before 5:00 pm will be subject to towing.**

DIRECTIONS TO CHRISTIANBURG AQUATIC CENTER:

- From I-81 Southbound:
 - Take the US-11/US-460 exit, Exit 118C-B-A, toward Christiansburg/Blacksburg. 1.6 mi.
 - Merge onto US-460 W via Exit 118B toward Blacksburg. 2.7 mi.
 - Take the US 460 Business exit, Exit 3AB, toward Christiansburg. 0.4 mi.
 - Merge onto US-460 BR E/N Franklin St via Exit 3A toward US-460-BR E/VA-111/Downtown. 0.8 mi
 - Stay in the right lane, proceed thru the next two stop lights. The Aquatic Center will be on your left. 0.6 mi.
- From I-81 Northbound:
 - Take the VA-8 exit, Exit 114, toward Christiansburg/Floyd. 0.2 mi.
 - Turn left onto VA-8 N/W Main St.
 - Turn left onto N Franklin St/US-460 BR W. 0.6 mi.
 - The Aquatic Center will be on the right.
- From 460-Eastbound
 - Take the US-460-BR E Exit toward Downtown. 0.5mi.
 - Merge onto US-460 BR E/N Franklin St. 1.1 mi.
 - Stay in the right lane. Proceed thru the next two stop lights. The Aquatic Center will be on the left.



OME Instructions

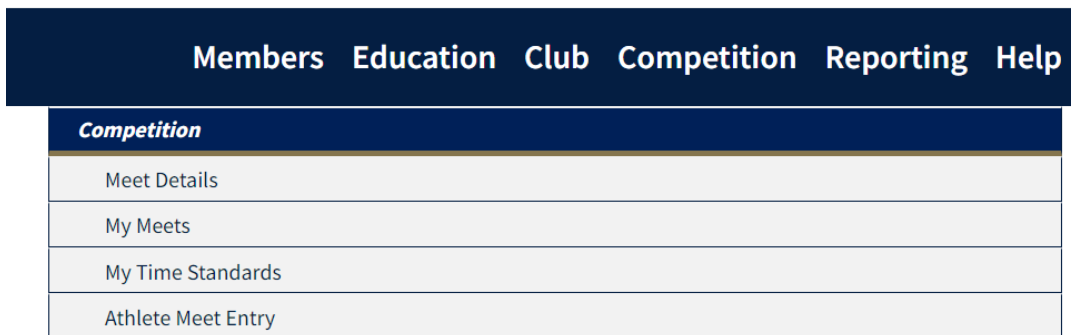
Multiple individuals from a team can access OME and enter athletes into the meet provided they have been assigned Club OME Access as one of their Staff roles. Your Club Administrator can assign that role through the club portal by following these steps:

- Club Admin logs into account.
- Go to Club → My Club
- Select Team Management → Staff → Add Staff
- Search for and add individual who will be accessing OME
- Select Staff Role → Club Non-Coaching Position → Club OME Access
- These steps can be repeated for each individual or coach who will be entering athletes in a meet using OME.

Accessing OME for this meet:

To search for upcoming meets and complete Team Entry:

1. Log in to your USAS account.
2. Click on 'Competition' from the top right navigation options and select 'Meet Details' from the dropdown.



3. To search for the meet, select USAS → Eastern Zone → Virginia Swimming the Host Organization and enter the city where the meet will be held in the *City* field. Click *Search For Meet*.

Meet Search

Host Organization: USAS

Course: --

Country:

Sort Results By: Meet Name (A-Z)

Meet Name:

City: lynchburg

Meet Start Date Range: Month Day Year

SEARCH FOR MEET CLEAR FORM ADD MEET



- Select the meet by clicking on the appropriate meet name in blue. To complete Team Entry, click the gray 'Team Entry' tab. (The following screenshots are from the LC Sectional Meet but are appropriate for any meet.)

← Back to Meet Search

Meet Name: 2023 VA EZ LC Speedo Super Sectional

Meet Dates: 05/18/2023 - 05/21/2023



- Click the blue 'Enter Meet' button.
- Your Team Entry Status will be "In Progress."

View/Edit Team Entry

← Back to My Meets

Meet Name: 2023 VA Test Sectional Meet

Team Name: Unattached - Virginia Swimming (VA)

Meet Host: Virginia Swimming

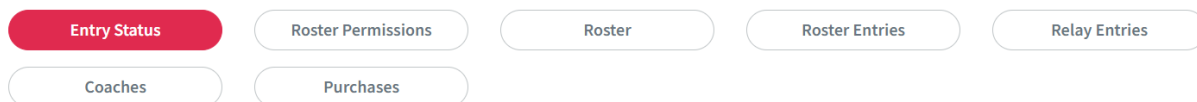
Team Entry Status: In Progress

Meet Dates: 04/30/2023 - 05/01/2023

Entry Dates: 04/13/2023 8:00 PM - 04/25/2023 11:59 PM Eastern Standard Time

Entry Change Deadline: 04/28/2023 12:00 PM Eastern Standard Time

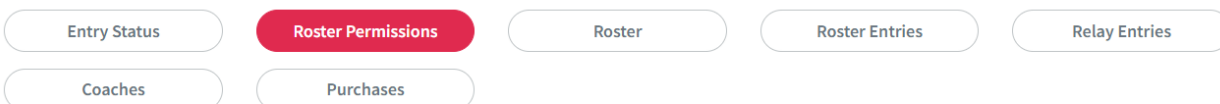
Qualifying Date Range: 01/01/1900 - 04/25/2023



Manage Entry

TEAM NAME	TEAM ENTRY STATUS
Unattached - Virginia Swimming (VA)	In Progress

- Roster Permissions:** Competing this is optional. It's only necessary to fill out if you want to allow athletes on the roster to enter themselves into individual events (via 'My Athlete Meet Entries' under the website's 'Competition' header). Approval for events for which athletes have entered themselves will be required by the Admin user.



Roster Permissions

Allow athletes (and their guardians) to enter themselves into the meet?

Yes

Athlete Entry Start Date* ⓘ

January 01 2023 8:00 AM

Athlete Entry End Date* ⓘ

March 01 2023 11:59 PM

Time Zone ⓘ

Eastern Standard Time

SAVE

- Roster:** Click *Select Athletes* to enter your athletes. You can filter for specific athletes by using CTRL F to open a window to enter a name.



Entry Status Roster Permissions **Roster** Roster Entries Relay Entries
Coaches Purchases

Roster

SELECT ATHLETES

The number of athletes allowed on the roster is determined by the max number of athletes if so specified by the host.

- Roster Entries:** After selecting the athletes who will attend the meet, move to *Roster Entries* and select the edit icon to add their events.


Entry Status Roster Permissions Roster **Roster Entries** Relay Entries
Coaches Purchases

Roster Entries

Only Show Athletes Requiring Event Approval?

No ✕

8 Athletes

NAME	COMPETITION CATEGORY	BIRTH DATE	AGE AT MEET	STATUS	
[Redacted]	Male	08/29/2004	18	Event Entry Required	

Add events for the athlete by clicking the appropriate tab in the *Manage Athlete Events* window.

Manage Athlete Events

Athlete: [Redacted]

SELECT EVENTS **SELECT BONUS EVENTS**

Times that meet the meet QTs will appear when *Select Events* is chosen. If your athlete's time is not visible, you may click 'Add Override Time' and enter their qualifying time. Please note: after entering the information for the override time and clicking 'Save,' you will be directed back to the Individual Event Selection Page. You will need to click the 'Select' box next to the override time you've entered. Then click 'Save.'

All events for which an athlete has a time within the qualifying window will appear for *Select Bonus Events* and as well as the option for adding override times for any event.

Roster

SELECT ATHLETES

8 Athletes

NAME	COMP. CATEGORY	BIRTH DATE	AGE AT MEET	STATUS	RELAY ONLY SWIMMER?
[Redacted]	Male	08/29/2004	18	Events Approved	No
[Redacted]	Female	01/22/2006	17	Relay Only Swimmer	Yes

All athletes on the roster must have a status of *Events Approved* or *Relay Only* in order to submit your entries.



10. **Relay Entries:** There are four ways to enter relays under the *Relay Entries* tab - aggregate regular, aggregate override, non-aggregate regular, non-aggregate override.

11. **Coaches:** Click on *Select Coaches* to request deck passes for those coaches who will be attending. Please note that the number of deck passes may be limited according to any coach pass rules as specified in the meet announcement.

Coaches

SELECT COACHES

0 Coaches

NAME	PHONE NUMBER	EMAIL	IS IN GOOD STANDING?	GOOD STANDING EXPIRATION DATE
No Coaches				

12. Once you have at least one athlete on the roster and all athletes on the roster have a status of *Events Approved* or *Relay Only* a 'Pay & Submit' button should be available on the Purchases page. Click this button, and you'll be taken to a payment screen listing all of the items you have to purchase. Click 'Check Out' and you'll be directed to a page where you can enter your credit card information. Finally, click 'Pay' to complete the purchase. * Before an item has been purchased, you will have the option to delete that item. Once an item has been purchased, you will NOT have the option to delete or change that item.
13. A team entry will be completed after a purchase has been completed/submitted. When you hit 'Return' after making a purchase, you will be redirected to the 'Entry Status' pill where you will see that the entry status has changed to 'Submitted.' Please note after completing the team entry process, you will still be able to view the entry as "read only" for reference but changes will no longer be allowed. That is:
- you can't remove a coach if you have paid for their credential.
 - you can't remove an athlete.
 - you can't change an athlete's event(s).
14. **Reports:** A listing of the entries for the meet can be found in in the club portal under My. In the *Reporting Category Name Filter* dropdown select *OME Reports*. The *Club OME Team Entry Report* will include an athlete roster as well as their entries. At this point there is no report that allows team entries to be checked prior to submitting the entries.
15. **Updating Entry Times:** If allowed by the meet host, entry times can be updated even after entries have been submitted. For an individual athlete this can be done by clicking on the stopwatch icon by the athlete's name or can be done for everyone on the roster by clicking *Update Individual Event Entry Times for Entire Roster* found at the bottom of the list.



16. As in the past, additional athletes and/or entries may be submitted through OME up until the entry deadline.



March 21– March 24, 2024

Order of Events

Thursday, March 21, 2024		
<i>3:30pm start</i>		
W	Event	M
1	1000 yard Freestyle	
	1650 yard Freestyle	2

Friday, March 22, 2024		
<i>Prelims: 8:45am start Finals: 5:30pm start</i>		
W	Event	M
3	200 yard Freestyle	4
5	100 yard Breaststroke	6
7	100 yard Butterfly	8
9	400 yard Individual Medley	10
<i>5 minute break</i>		
11	800 yard Free Relay	12

Saturday, March 23, 2024		
<i>Prelims: 8:45am start Finals: 5:30pm start</i>		
W	Event	M
13	200 yard Medley Relay	14
<i>5 minute break</i>		
15	200 yard Butterfly	16
17	50 yard Freestyle	18
19	200 yard Breaststroke	20
21	100 yard Backstroke	22
23	500 yard Freestyle	24
<i>5 minute break</i>		
25	400 yard Free Relay	26

Sunday, March 24, 2024		
<i>Prelims: 8:45am start Finals: 4:30pm start</i>		
W	Event	M
27	200 yard Free Relay	28
<i>5 minute break (Prelims only)</i>		
31	200 yard Backstroke	32
33	100 yard Freestyle	34
35	200 yard Individual Medley	36
<i>5 minute break</i>		
37	400 yard Medley Relay	38
AFTERNOON		
29	1650 yard Freestyle	
	1000 yard Freestyle	30
*Events will be swum in numerical order in finals.		

Scratch Deadlines:

- **Wednesday, 3/20/24, 5:00pm:** Thursday distance events (W 1000/M 1650).
- **Thursday, 4:00pm:** All Friday events (including 800 free relay).
- **Friday, 6:30pm:** All Saturday events (including 200 medley relay and 400 free relay).
- **Saturday, 6:30pm:** All Sunday events (including W 1650/M 1000, 200 free relay, and 400 medley relay).

