

**OAK Age Group Qualifier**  
**October 14-15, 2023**  
**230 Bushy Hill Road, Simsbury CT 06070**  
<https://goo.gl/maps/MzxfUxKSHpn>

Held under sanction of USA Swimming and Connecticut Swimming, Inc. #S23-6. In granting this sanction it is understood and agreed that USA Swimming and Connecticut Swimming, Inc. shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.

	<b>Name</b>	<b>Email</b>	<b>Phone</b>
<b>Meet Director:</b>	<b>Spencer Hartmann</b>	<b>spencer.hartmann@ctoak.org</b>	
<b>Meet Referee:</b>	<b>Bill Hawkins</b>	<b>willishawkins@comcast.net</b>	
<b>Lead Admin Official:</b>	<b>Spencer Hartmann</b>	<b>spencer.hartmann@ctoak.org</b>	
<b>Entry Chair:</b>	<b>Spencer Hartmann</b>	<b>spencer.hartmann@ctoak.org</b>	
<b>Safety Chair:</b>	<b>Spencer Hartmann</b>	<b>spencer.hartmann@ctoak.org</b>	
<b>Officials Contact:</b>	<b>Spencer Hartmann</b>	<b>spencer.hartmann@ctoak.org</b>	
<b>Disability Contact</b>	<b>Spencer Hartmann</b>	<b>spencer.hartmann@ctoak.org</b>	

**MEET HOST:** OAK

**WEBSITE:** [www.ctoak.org](http://www.ctoak.org)

**POOL EMERGENCY NUMBER:** 860-305-9834

**COURSE:** SCY.

**SESSION TIMES: Subject to Change**

Saturday/Sunday 12&Under Warm Up 7:00AM Start 8:00AM

Saturday/Sunday 13&Over Warm Up 11:30AM Start 12:30PM

**DEADLINES:** deadline is deadline is October 13, 2023. Mail hardcopy and payment to the entry chairperson: Spencer Hartmann, 23 Alden Road Windsor CT 06095. All entries must be legible and must use full names and registration numbers from USA Swimming registration. Entry is considered official once an email entry has been received.

**PAYMENT INSTRUCTIONS:** Please make checks payable to OAK and mail to:  
23 Alden Road Windsor CT 06095. Payment must be received by 10/13/23.

**ENTRY FEES:** Electronic entries: \$12.00 for individual events, \$12.00 for distance event, \$0.00 for relays. Manual entries: \$15.00 for individual events, \$15.00 for distance events, \$00.00 for relays. In the case of approved meets, include any per swimmer fees. No refunds will be given for entries that are accepted, or for entries that are rejected due to improper entry

**REGISTRATION REPORTING:** The Meet or Entry Director MUST run a meet verification report and give said report to the Meet Referee. This is to ensure that no swimmer without their APT credentials or unregistered swimmers participate in a sanction USA/CT Swimming meet.

**SANCTIONED OR APPROVED:** Sanctioned

**MEET DURATION:** Mini meet with time limits as defined by CT/USA Swimming.

**MEET FORMAT:** The meet will be swum as Timed-Final

**FACILITY:** The Ethel Walker Pool has an 8 lane, 25 yard short course pool. Water depth at start end is: 7'6". Water depth at turn end is: 7'6". The competition course has not been certified in accordance with 104.2.2C(4). Colorado Timing system will be used. There is bleacher seating for 75-100 spectators. Changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited. Changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited. Good and available wifi. Changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited.

**MEDICAL SUPERVISION:** AEDS devices

**WIFI ACCESS:** Wifi is available

**WARM-UPS:** CT Swimming Warm-Up Procedures will be in effect. CT Swimming Warm-Up Procedures will be in effect. 2 45min warm up with all 8 lanes to be used, 10 minutes for starts/pace

**EVENT INFORMATION:** Deck entries will be accepted, must show USA Registration.

**ENTRY LIMITATIONS:** 5 Events per Day

**SCRATCH PROCEDURES:** Coaches will receive a scratch sheet for the meet in their information packet when they arrive and check-in for the meet. This will list all of their swimmers and events. Coaches must indicate all scratches or none on these sheets and turn them into the computer table within 20 minutes after the beginning of warm-up

**SAFE SPORT POLICIES:** Spectators will be allowed and a live stream provided by Ethel Walker

**DISABLED ACCESS:** Handicapped parking, handicapped entrances, and all areas ADA compliant.

**ELIGIBILITY:** All USA Swimming clubs and individuals

For Sanctioned Meets: All athletes must be current athlete members of USA Swimming. Age on the first day of the meet shall determine the swimmer's age and age group for the meet. Any swimmer, who is entered and is unregistered, will be scratched from the meet until registration is completed. See CT Swimming athlete [registration procedures](https://www.ctswim.org/Customer-Content/www/CMS/files/Membership/Registration-Policy-for-Athletes.pdf). Registrations will not be processed at the meet. All coaches must present a valid USA Swimming coach card to the Meet Director prior to the commencement of any sanctioned swim meet, and must have this card with them while on deck. Clubs are reminded that participation of unregistered swimmers and/or coaches will result in a **\$100 fine** per instance, as described in CT Swimming meet policies:

<https://www.ctswim.org/Customer-Content/www/CMS/files/Membership/Registration-Policy-for-Athletes.pdf>  
and

[https://www.ctswim.org/Customer-Content/www/CMS/files/policies\\_admin/RegistrationPolicyforMeetHosts.pdf](https://www.ctswim.org/Customer-Content/www/CMS/files/policies_admin/RegistrationPolicyforMeetHosts.pdf)

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.

**ADAPTED SWIMMING:** Any current athlete members of USA Swimming with a disability as defined by USA Swimming Rules and Regulations may enter this meet. If modifications to USA Swimming rules are

necessary then the coach or athlete must notify the meet referee of any disability prior to competition. Adapted athletes may direct questions to the [Connecticut Swimming office](#).

**ENTRY TIMES:** Submit entry times in: SCY

**ELECTRONIC ENTRIES:** Electronic entries (such as from Hy-Tek Team Manager or other team management software) that are in CL2 or SD3/SDIF format may be emailed as an attachment to the entry chair at [spencer.hartmann@ctoak.org](mailto:spencer.hartmann@ctoak.org). Please check that your team name, address, and contact information are listed correctly in this file. Entry is considered in once the entry is received

**ENTRIES FROM ATHLETES WITH NO CLUB AFFILIATION:** Athletes entering this meet independent of a USA Swimming club or coach shall: 1.) be under the supervision of a USA Swimming coach for the duration of the meet. It is the swimmer's responsibility to make arrangements with a USA Swimming member coach prior to the meet. Athletes unaccompanied by a USA Swimming coach will not be permitted on deck. Please contact the Meet Director for assistance. 2) 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. It is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement. The name of the USA Swimming member coach supervising the athlete and racing certification should be submitted to the Meet Director with the entry.

All adult athletes, or parents of minor athletes, who enter without club affiliation will be required to attest to reading and understanding the [Minor Athlete Abuse Prevention Policy](#).

**OUTREACH ENTRY FEE REIMBURSEMENT:** Participating clubs will submit payment in full to the meet host for all Outreach athlete entry fees (splash fees). These fees will be reimbursed by CSI to the participating CSI club after completion of the meet. Scratches and 'No Swims' will not be reimbursed. For more information and to submit a reimbursement visit the [Outreach Athlete](#) page on [ctswim.org](http://ctswim.org).

#### **CUT PROTOCOL:**

If the session is oversubscribed the following protocol will be instituted **IN THE ORDER PRESENTED** to reduce the timeline to the required length or participation number:

Visiting teams may be cut based on the date/time of the receipt of entry. If teams are cut, the host reserves the right to offer the available partial entry to the cut teams in the order that entries were received in order to fill the meet.

The host reserves the right to seek approval from Program Operations for additional changes, which may reasonably maximize participation opportunities.

Notification of any cuts or requests for changes must be made to Program Operations as soon as possible by the host. Attending teams will be notified no later than the Monday before the meet.

**NOTE:** If the host is required to institute the published cut protocol above. All accepted entries at the time that the cut protocol is instituted may be considered final by the host for the purposes of financial responsibility. (i.e. Teams submitting "placeholder" entries will be required to pay for the entries if the cut protocol is required).

**RESERVE THE RIGHT TO MAKE CHANGES:** In accordance with CSI Policies, the meet referee reserves the right to make any adjustments to the provisions of the meet announcement deemed necessary to ensure the fair and efficient running of the meet. The Meet Referee will seek Program Operations approval for all changes requiring approval. Clubs will be notified of changes no later than Monday before the meet.

**RELAYS:** No

**SAFETY:**

1. 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
2. No shaving is permitted at the competition site.
3. No glass containers are permitted within the facility.
4. 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.
5. Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.

**SWIMWEAR:** Per CT Swimming policy, swimmers 12 years old and younger are not permitted to wear "Tech Suits" at any CT sanctioned or approved meets. "Tech Suits" are defined as a suit that has Bonded Seams, Kinetic Tape, or Meshed Seams. Age is determined on the first date of the meet.

**PHOTOGRAPHY AND VIDEO RECORDING:**

Meet Management has the full authority to restrict any and all photography, audio and visual recording using cameras, video cameras, tablets, cell phones or other electronic devices at a meet.

Photography or video recording from the deck is prohibited by all individuals, other than participating Coaches, unless prior authorization from the Meet Referee or meet referee has been granted.

Under no circumstances is photography or video recording permitted by anyone in the area adjacent to or behind the starting blocks, including spectator stands at deck level, while they are in use for race starting purposes during competition and warm-ups. Flash photography is prohibited during the start of any heat, including whenever any swimmer is stepping up or standing on a block for the purpose of the start of a heat.

Photography or video recording and the use of audio, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms. Additional "No Camera Zones" may be designated by Meet Management or the meet referee.

If individuals are properly credentialed, not obstructing movement on the deck and abiding by these rules, the following individuals may be allowed by Meet Management and the meet referee with prior authorization if they possess the following:

- Professional photographers with current, official media credentials that are promoting the sport of swimming
- Official team and professional meet photographers that are USA Swimming members, background checked, have signed off on MAAPP and completed Athlete Protection Training
- A participating athlete directly assisting a Coach, for instructional purposes, during an event using the Coach's electronic device

Any individual failing to abide by these rules may be ejected from the facility and be subject to a Code of Conduct violation at the discretion of Meet Management.

If individuals are properly credentialed, not obstructing movement on the deck and abiding by these rules, the following individuals may be allowed by Meet Management and the meet referee with prior authorization if they possess the following:

- Professional photographers with current, official media credentials that are promoting the sport of swimming
- Official team and professional meet photographers that are USA Swimming members, background checked, have signed off on MAAPP and completed Athlete Protection Training
- A participating athlete directly assisting a Coach, for instructional purposes, during an event using the Coach's electronic device

**DRONES:** 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. Exceptions may be granted with prior written approval by USA Swimming Vice President of Program Operations.

**RULES:** Current USA Swimming rules will govern all competition.

**TIME TRIALS:** Yes Time trials may be offered at the discretion of the Meet Referee in accordance with CSI Policy if time allows. Time trials are limited to the events published in this meet announcement (age/distance/stroke). Time Trials will count toward the athlete's event limitations for the day and meet. If they are offered, only athletes properly entered in one or more events in the meet are eligible for time trials and must be properly entered in the Time Trial. The deadline for Time Trial entries is/are 9:00 for morning sessions and 1:00 for afternoon sessions. The fee for Time Trial entries are \$20.00 for individual events and \$30.00 for relays.

**TIMERS, OFFICIALS OR WORK ASSIGNMENTS:** Participating clubs will be notified of work assignments by the Monday before the meet.

All volunteers will be required to attest to reading and understanding the [Minor Athlete Abuse Prevention Policy](#).

**DECK ACCESS:** Only athletes, coaches, officials, and official meet staff actively participating in the meet are permitted on the pool deck.

**SCORING:** The meet will not be scored.

**AWARDS:** No

**CONCESSIONS:** Yes

**HOSPITALITY FOR COACHES AND OFFICIALS:** Yes

**MISCELLANEOUS:**

**PARKING:** Do not park on the grass