

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**



**CENTRAL ZONE  
CHAMPIONSHIPS**

AUGUST 9-12, 2007  
TOPEKA, KANSAS

**Meet entries may be submitted by LSC only.  
Separate entries from individuals or clubs will not be accepted.**

- SANCTION:** Sanctioned by Missouri Valley Swimming, on behalf of USA Swimming.  
Sanction Number MV-07-41 for Pool Events  
Sanction Number MV-07-40OW for Open Water Events
- RULES:** Current USA Swimming rules will govern the Meets.  
Open Water – Group start in water by age group.
- PARTICIPATING TEAMS:** Iowa, Michigan, Minnesota, Missouri Valley, North Dakota, Ozark, South Dakota, Wisconsin
- SPONSORED BY:** USA Swimming, USA Swimming Central Zone Committee, and Missouri Valley Swimming
- HOSTED BY:** TOPEKA SWIM ASSOCIATION
- MEET DIRECTORS:**
- |  |  |
|--|--|
| David Carpenter  | Ron Molden   |
| 3771 SW Stonybrook Dr  | 2470 SW Kingsrow Road  |
| Topeka, KS 66610   | Topeka, KS 66614   |
| 785-271-1518   | 785-272-5736   |
| <a href="mailto:dccarpenter@cox.net">dccarpenter@cox.net</a> | <a href="mailto:waterlogged@sbcglobal.net">waterlogged@sbcglobal.net</a> |

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**OFFICIALS:**

**Meet Referee**

Linda Bailey  
541 Hickory Lane  
Valley Center, KS 67147  
316-755-2679  
[vcbailey@cox.net](mailto:vcbailey@cox.net)

**Administrative Referee**

Joe Ogilvie  
12106 W 79<sup>th</sup> Terr  
Lenexa, KS 66215  
913-492-3880  
[jogilvie@everestkc.net](mailto:jogilvie@everestkc.net)

**Safety Marshall**

Dale Fritsch  
3800 SW Kings Forest Road  
Topeka, KS 66610  
785-478-1473  
[dale\\_fritsch@hillspet.com](mailto:dale_fritsch@hillspet.com)

**MEET SITE:**

**Pool Events** will be held at the Capitol Federal Natatorium at Hummer Sports Park (530 Sports Center Drive, Topeka, KS 66606)

**Open Water Competition** will be conducted at Lake Shawnee (Croco Road between 29<sup>th</sup> and 45<sup>th</sup> Streets on the southeast side of Topeka)

**FACILITY:**

**Pool Events** will be held at the Capitol Federal Natatorium at Hummer Sports Park (530 Sports Center Drive, Topeka, KS 66606). The competition pool is an 8-lane indoor 50-meter pool with Keifer Competition non-turbulent lane markers and 8-foot wide lanes. The water depth at the starting end is 12 feet, 5 feet at the midpoint, and 4.5 feet at the opposite end. The starting platforms are custom made by Kiefer, and the electronic timing equipment is by Colorado Timing Systems. There are touch pads at both ends of the competition course.

The 20-meter pool at the high school adjacent to the natatorium will be available for warm-up and warm down for swimmers during the competition. The gymnasium at the high school adjacent to the natatorium will also be available as a crash area.

There are locker rooms adjacent to the deck for each gender.

**OPEN WATER:**

**Open Water Competition** will be conducted at Lake Shawnee (Croco Road between 29<sup>th</sup> and 45<sup>th</sup> Streets on the southeast side of Topeka). The site is easily accessible from both I-70 and US 75 and is about a 10-15 minute drive from the Capitol Federal Natatorium. This lake course is an oval that runs parallel to the shore and utilizes the local United States Rowing Association club buoy field. The open water races will begin and ending at the beach. Electronic timing chips will be used. There is a large spectator area on the beach with ample nearby parking. Swimmers and spectators will have access to an adjacent bathhouse and concession area.

## Revised 7/31/07 Appendix L & O; Order of Events for Open Water

### MEET SCHEDULE:

#### POOL EVENTS: (CDT)

##### Age Groups 13-14 and 15-18:

- \* Prelims for 13-14 and 15-18: Warm-up 7:00a.m. Start 8:40a.m.
- \* Finals Friday, Saturday, Sunday: Warm-up 4:00p.m., Start 5:00p.m.
- \* Warm-ups may be split for the preliminary sessions.
- (If split, each warm-up session shall be a minimum of 40 minutes.)**
- \* Warm-up for finals will start as indicated or at conclusion of 12 and under session.
- \* Finals will start one hour after the start of warm-up.

##### Age Groups 10-U and 11-12:

- \* Timed finals for 10-U, 11-12: Warm-up at the conclusion of the a.m. session,
- \* Start one hour later.
- \* Warm-ups for 12 and under events may be split.

Note: Start times for the 12 & under sessions will be posted on the web site [www.swimtsa.com](http://www.swimtsa.com) by 6:00 p.m. Wednesday and at the venue.

#### OPEN WATER EVENTS: (CDT)

##### Session I: 13 & Over

6:30am	Registration & Check-in
7:00 – 7:30am	Warm-up
7:30 – 7:45am	Participant Clinic
8:00am	First Race Begins
10:00am	Awards

##### Session II: 12 & Under

8:00am	Registration & Check-in
8:30 – 9:00am	Warm-up
9:00 – 9:15am	Participant Clinic
9:30am	First Race Begins
10:45am	Awards

### TEAM REGISTRATION:

Registration will be held at the Capitol Federal Natatorium Thursday, August 9, 2007 from 12:00Noon to 5:00PM CDT. All teams should schedule their arrival to register during these hours. This registration period is for team managers and coaches only; swimmers do not need to register individually with the team host. LSCs are encouraged to inform their swimmers in advance of exactly when and where the team will assemble at the venue.

### SAFETY/WARM-UP PROCEDURES:

Pool events: Safety procedures for the host LSC will be followed including feet-first entries. Coaches must be in control of their swimmers during their warm-up periods. USA Swimming Rule 202.3 states that athletes must be under the supervision of a coach at all times. ***Consistent with host LSC policy, swimmers may not dive into the pool during general warm up. Any swimmer diving into the pool may be disqualified from one or more events in the discretion of the Meet Referee. Swimmers may dive during a designated sprint warm up period.***

Open Water events: Different colored swim caps will be issued to athletes in each age group so that Meet Management can monitor swimmers' progress

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

through the course. The course will be patrolled by qualified personnel.  
***Coaches must be in control of their swimmers during their warm-up periods.***

**LSC REPRESENTATIVE:** Each LSC must have a representative and alternate to act as a liaison between the LSC and the Meet Director. It is recommended that these persons **NOT** be the LSC's Head Coach. These designated persons must be identified to the Meet Director either with the meet entries or at the General Meeting on the Thursday prior to the start of the Meet.

**ATHLETE ATTITUDE:** CODE OF CONDUCT and MEDICAL RELEASE sample forms are included with this Meet Information. If the LSC does not have its own form, these may be duplicated and signed by each athlete and his/her parent(s). Each LSC's representative must have these documents available to the host at all times. The Code of Conduct will be enforced.

**ELIGIBILITY:**

- A. Membership: All athletes must be regular (not seasonal) USA Swimming members with the LSC they represent.
- B. Swimmer's Age:
  - a. Age of swimmer for pool competition shall be as of the first day of the pool competition.
  - b. Age of swimmer for open water competition shall be as of the day of the Open Water competition.
- C. Qualifying Time/Eligibility:
  - a. Pool:
    - \* Swimmers must have achieved a National AAA time (LCM, SCM, SCY) between the first day of the first Zone Meet of the previous year and the entry deadline date for the present Meet.
    - \* Swimmers who have achieved the short course National AAA time, but not the long course time during the qualification period, must enter with the time they have actually achieved annotating that it is short course yards (SCY) or short course meters (SCM).
    - \* Swimmers who achieve or exceed an individual event cut for the USA Swimming Short Course National Championships, Summer National Championships or Junior National Championships prior to the Short Course National Championships, Summer National Championship or Junior National Championship entry deadlines may not enter or participate in that event or swim that stroke at that distance in a relay event at the Zone Championship Meet. This applies to times achieved during the Zone Championship Meet qualification time period. Entries for swimmers who achieved a Short Course National Championship, Summer National Championship or Junior National Championship qualifying time AFTER the entry deadline for that meet must include the date the Short Course National Championship, Summer National Championship or Junior National Championship qualifying time was achieved. Swimmers in this category may elect to swim this event in the preliminary events as exhibition only swimmers and may not score points or receive awards.
    - \* Each LSC may enter two (2) 12 & under and two (2) 13-18 swimmers with a disability who are not required to have achieved the qualifying time

## **Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

standards for their age groups/events.

\* If the LSC has no qualifiers in an event for the 10 & under or 11-12 age groups, the LSC may enter one (1) swimmer in that event. If an LSC has fewer than two (2) qualifiers in an event for the 13-14 or 15-18 age groups, the LSC may enter up to two (2) swimmers maximum in that event. The non-qualifying entries shall be entered at no time (NT). These entries must be submitted with the original entry.

b. Open Water:

\* Qualification times shall be the National A time for the longest freestyle pool event for the age offered at the Zone Championship Meet, OR

\* The Swimmer must have completed the Open Water event for that age group at the Zone Championship Meet the previous year OR

\* The Swimmer must qualify for and be entered in a pool event at the current Zone Championship Meet, whether in an individual event or relay event, including alternates.

Note: Qualifying standards for the 15-18 age group will be the National 15-16 or 17-18 times (AAA-pool: A-open water), whichever is the slower of the two standards.

**RELAY ENTRIES:**

The LSC must coordinate relay entries. Determination of the swimmers composing the relays is at the discretion of the LSC.

**ENTRY LIMITS:**

- A. 12 and under swimmers may enter no more than six (6) individual events (excluding the Open Water event) of which no more than five (5) may occur on any given day.
- B. 13 and over swimmers may enter no more than five (5) individual events (excluding the Open Water event) of which no more than three (3) may occur on any given day.
- C. Each LSC may enter two (2) relays per relay event.
- D. No limit exists on the number of swimmers that an LSC may enter in an individual event.

**ENTRY FEES:**

\$5.00 per individual pool event

\$20.00 per open water event

\$10.00 per relay

Make check payable to: **Topeka Swim Association**

**ENTRY CHAIR:**

Send entries to: **Cindie Molden**  
**2470 SW Kingsrow Road**  
**Topeka, KS 66614**  
**785-272-5736**      **FAX 785-273-9138**  
[tsaentries@hotmail.com](mailto:tsaentries@hotmail.com)

**ENTRY DEADLINE:**

- A. Pool and Open Water entries shall be submitted to the host entry chairperson electronically using SDIF compatible file by 9 p.m. CDT Monday, August 6, 2007. The hard copy of the meet and open water entries and other meet information including Swimmers with a Disability Entry Form and Meet Staff must be received (fax or email) by 6 p.m. CDT Tuesday, August 7, 2007. It is the responsibility of each LSC to verify receipt and readability of

## **Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

any entries sent by e-mail or fax with a follow-up phone call to the host entry chair. There will be no deck entries for pool events.

- B. Additional entries for the Open Water events will be accepted until the start of the "Clinic for Participants" on the day of the swim. However, please submit as many of the Open Water entries with the rest of the LSC pool entries as possible.
- C. Each LSC shall receive a preliminary report of its team entries via e-mail by Noon Tuesday preceding the meet. Any corrections to the original entries should be submitted to the entry chair as soon as possible, but no later than 15 minutes prior to the start of the general meeting. Entry fees are also due at this time. No new swimmers may be added to LSC entries after the Monday 9 p.m. CDT entry deadline. No corrections will be accepted after the start of the meet.

### **ENTRY PROCEDURES:**

- A. The LSC must submit its Pool and Open Water entries as one team, using the LSC as the club designation. All individual and relay entries shall be consolidated and submitted as one entry. Separate entries from individuals or clubs will not be accepted.
- B. Each LSC must identify, on the official entry form, the name of the LSC and the name, address and telephone number, and email of the person in charge of entries for that LSC.
- C. Each swimmer entry must include first and last name; age as of the first day of the Meet; and complete USA Swimming registration number. Relay-only swimmers must be included on the entry form with all information required for individual event swimmers.
- D. Entries for swimmers with a disability should be sent on separate entry form indicating preference for seeding.
- E. Team Entries will be posted at [www.swimtsa.com](http://www.swimtsa.com) by 12:00 Noon CDT Tuesday, August 7, 2007.

### **ENTRY PROTEST:**

Entry protests be conducted in accordance with Article 207.7.7 of USA Swimming Rules and Regulations.

### **SEEDING/CONDUCT:**

- A. **Conduct:** Pool Events:
  - \* 13-14 and 15-18 – Preliminary/Finals format except 800 and 1500 Free and relays which will be timed finals. The consolation heat shall precede the championship heat.
  - \* 10 & Under and 11-12 – Timed Finals.
  - \* Fly-over starts will be used for the prelim sessions and the 12 & U sessions.
- B. **Seeding Order:**
  - First – Conforming times (LCM)
  - Second – Non-conforming times (SCM then SCY)
  - Third – Non-qualifying times (NT)
- C. **Distance Freestyle:**
  - \* 800 and 1500 Free shall be timed finals with the fastest seeded heat of women and fastest seeded heat of men swimming in finals.
  - \* All other 800 and 1500 heats shall be swum in the preliminary session, swimming fastest to slowest, alternating women and men.

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

\* Swimmers 13-18 shall be combined for swimming and scored separately as 13-14 and 15-18 for the 800 and 1500 Free events.

**D. Relays:**

\* 13-14 and 15-18 relays will be timed finals, swum during the finals on Friday and Saturday and in the preliminary session on Sunday.

\* 10 and Under and 11-12 relays will be timed finals, swum during the afternoon sessions.

**SCRATCHES/CHECK-IN:**

A. All individual events will conform to USA Swimming National Scratch Procedure Guidelines (207.12.10.A-E). There will be no penalty for failure to compete in a timed final event.

B. Scratch Deadline: A scratch box will be available at registration, the General Meeting, and throughout all meet sessions. All athletes or their coaches are required to fill out a scratch slip, verified by the Clerk of Course, and place it in the scratch box prior to the scratch deadline for that event. This applies to all events, timed final, preliminary and relays.

a. Scratch deadline for Friday August 10, 2007 events shall be 15 minutes after the conclusion of the Thursday evening August 9, 2007 General Meeting.

b. Scratch deadline for Saturday August 11, 2007 events shall be 30 minutes after the start of Friday August 10, 2007 evening finals session.

c. Scratch deadline for Sunday August 12, 2007 events shall be 30 minutes after the start of Saturday August 11, 2007 evening finals session.

C. Entrants in the 800 and 1500 free must check in and confirm their intention to compete prior to the scratch deadline for that day's events in order to be seeded.

D. Relay cards designating the swimmers' names shall be submitted to meet management on the day of the relay. Names and order of swimmers may be changed up to the time of the swim. Only coaches may make changes to 11-12 and 10 & Under relays.

E. Scratching from Finals.

a. USA Swimming National Scratch Procedure Guidelines (207.5.9 A-E) will be followed.

b. LSCs whose swimmers in the Final or Consolation heats on Sunday evening fail to scratch shall be fined a \$100 penalty per swim.

c. All funds shall remain with the meet host.

d. Failure on the part of the LSC to pay imposed penalties shall result in barring from future zone championships.

**SCORING:**

A. Individual Pool, and Open Water events:

20, 17, 16, 15, 14, 13, 12, 11, 9, 7, 6, 5, 4, 3, 2, 1

B. Relay events: 40, 34, 32, 30, 28, 26, 24, 22

C. Open Water events will be scored separately from the Pool events.

**SWIMMER  
INTRODUCTIONS:**

A. Consolation Finals swimmers' names shall be announced while the swimmers are competing in water.

B. Championship Finals swimmers' names shall be announced prior to the start of the race while swimmers are behind the blocks.

C. 12 & U Finals swimmers' names will be announced while swimmers are

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

competing in the water for all but the fastest heat. Swimmers' names for the fastest heat will be announced prior to the start of the race while swimmers are behind the blocks.

**AWARDS:**

- A. Individual Pool and Open Water events:
  - 1-8 place: medals with neck ribbons.
  - 9-16 place: ribbons
- B. Relay events: 1-3 place: medals with neck ribbons  
4-8 place: ribbons
- C. High Point Award: 1-3 for boys and girls in each age group for pool events only.
- D. Team Awards:
  - Pool events: 1-3 combined points.
  - Open Water events: 1st place combined points.
- F. Awards ceremony: Awards will be presented to the top eight swimmers in each event in an awards ceremony consisting of meet representatives escorting the award winners to the award stands and meet officials presenting the medals to the top eight finishers.

**Note:**

- \* 12 and under: May be awarded at the end of each stroke series or at the end of the session, but shall not interfere with the continuous running of the timed finals events. Consult with Meet Referee.
- \* 13 – 18: Shall be presented at the end of each stroke series (13-14, 15-18) scripting will be given to Announcer.

**OPEN WATER AWARDS:**

\* The awards ceremony for the open water events shall be conducted immediately after the conclusion of the final open water event.

**DECK PASSES:**

Deck Passes for LSC coaches and team managers will be issued to the representative of each LSC according to the list submitted with the entry form, not to exceed one (1) per ten (10) swimmers, with a minimum of five (5) passes.

**GENERAL ADMISSION TICKETS:**

Each LSC will receive six (6) complimentary admission tickets and programs per session. These are not deck passes or hospitality passes – strictly an admission pass. A suggested use would be for “club” coaches who are not part of the LSC Zone Team.  
Cost for General Admission is \$6.00 per day and includes all three sessions.

**MEET PROGRAM/FINAL RESULTS:**

- \$10.00 Meet Program**
- \$4.00 Daily Heat Sheets.**
- \$1.00 Finals Heat Sheets, each Session.**
- \$10.00 Final Results, paper copy or disk.**

**GENERAL MEETING:**

A pre-meet General Meeting is scheduled for Thursday at **8:00 PM CDT**, at the Holiday Inn Holidome (Meet Hotel), 605 SW Fairlawn, Topeka , KS 66606 for all coaches and LSC representatives.  
\* Meet procedures and meet information will be discussed.  
\* Members of the Meet Committee will be identified.

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

- \* No deviation from the published Meet Information may occur without unanimous agreement by all designated LSC representatives.
- \* Warm-up lanes and times will be assigned at this meeting.

- OFFICIALS' MEETING:** National certification for officials will be available for this Meet. An officials' meeting will convene one hour prior to the start of each session. Please see officials' volunteer form at [www.centralzones.org](http://www.centralzones.org). Prelims and Time Finals uniforms will be khaki pants/shorts/skirt with white shirt (no sleeveless please) and white socks and shoes. Evening Finals uniforms will be as above with the exception of NO SHORTS. For further information, contact the Meet Referee, Linda Bailey, at [vcbailey@cox.net](mailto:vcbailey@cox.net).
- VOLUNTEERS:** Timers and officials from visiting LSCs are encouraged and welcome. Please indicate the names of interested persons when entries are submitted or identify volunteers at the meet.
- REFRESHMENTS:** A selection of food and snack items will be available in the concessions area of the Capitol Federal Natatorium.
- THURSDAY WARM-UP:** Registration will be held at the Capitol Federal Natatorium Thursday, August 9, 2007 from 12:00 Noon to 5:00PM **CDT**. All teams should schedule their arrival to register during these hours. This registration period is for team managers and coaches only; swimmers do not need to register individually with the team host. LSCs are encouraged to inform their swimmers in advance of exactly when and where the team will assemble at the venue.
- TEAM PICTURES:** Team Pictures will take place in conjunction with team warm up on Thursday August 9, 2007 between the hours of 12:00 Noon and 5:00 **CDT**. Exact times will be posted as **Appendix O** to this Meet Information and at [www.swimtsa.com](http://www.swimtsa.com) as soon as available.
- TEAM SEATING:** Seating assignments for LSC team members and coaching staff will be made available in conjunction with registration
- HOTEL INFORMATION** See Appendix L
- OTHER INFORMATION:** All swimmers, coaches, officials, and spectators are asked to please treat this facility like it was their own. We will strictly enforce these rules:
1. SMOKING IS NOT PERMITTED in THE BUILDINGS!
  2. Keep all trash picked up.
  3. Do not go, or let children go, in any unauthorized areas. This means any place other than the lobby, seating areas and the deck.
  4. No radios, balls, or any other device that will be an inconvenience will be allowed.
  5. No posting signage/banners on ANY PAINTED SURFACE.
  6. Host club is not responsible for items left at the Natatorium. Lost and Found is at the Natatorium.

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**FRIDAY AUGUST 10**

Girls Events Boys

**MORNING PRELIMS**

31.....	15-18 400 Individual Medley.....	32
33.....	13-14 400 Individual Medley.....	34
19.....	15-18 100 Breaststroke.....	20
21.....	13-14 100 Breaststroke.....	22
23.....	15-18 200 Freestyle.....	24
25.....	13-14 200 Freestyle.....	26
27.....	15-18 100 Butterfly.....	28
29.....	13-14 100 Butterfly.....	30
17.....	combined 13-18 800 Freestyle timed finals.....	18

**AFTERNOON TIMED FINALS**

1.....	11-12 50 Breaststroke.....	2
3.....	10-U 50 Breaststroke.....	4
5.....	11-12 100 Freestyle.....	6
7.....	10-U 100 Freestyle.....	8
9.....	11-12 50 Butterfly.....	10
11.....	10-U 50 Butterfly.....	12
13.....	11-12 400 Freestyle.....	14
15.....	11-12 400 Medley Relay.....	16

**CONSOLATION & CHAMPIONSHIP FINALS**

17.....	combined 13-18 800 Freestyle fastest heat.....	18
19.....	15-18 100 Breaststroke.....	20
21.....	13-14 100 Breaststroke.....	22
23.....	15-18 200 Freestyle.....	24
25.....	13-14 200 Freestyle.....	26
27.....	15-18 100 Butterfly.....	28
29.....	13-14 100 Butterfly.....	30
31.....	15-18 400 Individual Medley.....	32
33.....	13-14 400 Individual Medley.....	34
35.....	15-18 400 Free Relay.....	36
37.....	13-14 400 Free Relay.....	38

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**SATURDAY AUGUST 11**

<b>GIRLS</b>	<b>EVENTS</b>	<b>BOYS</b>
<b>MORNING PRELIMS</b>		
59.....	13-14 200 Individual Medley.....	60
61.....	15-18 200 Individual Medley.....	62
63.....	13-14 50 Freestyle.....	64
65.....	15-18 50 Freestyle.....	66
67.....	13-14 200 Breaststroke.....	68
69.....	15-18 200 Breaststroke.....	70
71.....	13-14 100 Backstroke.....	72
73.....	15-18 100 Backstroke.....	74
75.....	13-14 400 Freestyle.....	76
77.....	15-18 400 Freestyle.....	78
<b>AFTERNOON TIMED FINALS</b>		
39.....	11-12 200 Individual Medley.....	40
41.....	10-U 200 Individual Medley.....	42
43.....	11-12 100 Backstroke.....	44
45.....	10-U 100 Backstroke.....	46
47.....	11-12 50 Freestyle.....	48
49.....	10-U 50 Freestyle.....	50
51.....	11-12 100 Breaststroke.....	52
53.....	10-U 100 Breaststroke.....	54
55.....	11-12 200 Free Relay.....	56
57.....	10-U 200 Free Relay.....	58
<b>CONSOLATION &amp; CHAMPIONSHIP FINALS</b>		
59.....	13-14 200 Individual Medley.....	60
61.....	15-18 200 Individual Medley.....	62
63.....	13-14 50 Freestyle.....	64
65.....	15-18 50 Freestyle.....	66
67.....	13-14 200 Breaststroke.....	68
69.....	15-18 200 Breaststroke.....	70
71.....	13-14 100 Backstroke.....	72
73.....	15-18 100 Backstroke.....	74
75.....	13-14 400 Freestyle.....	76
77.....	15-18 400 Freestyle.....	78
79.....	13-14 400 Medley Relay.....	80
81.....	15-18 400 Medley Relay.....	82



**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX F:  
CENTRAL ZONE CHAMPIONSHIP PROCEDURES  
FOR  
INCLUSION OF SWIMMERS WITH DISABILITIES**

1. Swimmers with disabilities may compete without having achieved the qualifying standard for their age group. However, they must provide a time for each event they enter. Swimmers with disabilities shall be highlighted on the hard copy of the LSC's meet entry. Classification of a swimmer with a disability is irrelevant. LSCs must use the attached form to enter a swimmer with a disability.
2. Each LSC may select two swimmers with disabilities age 12 and under and two swimmers age 13-18 in any manner deemed appropriate. Examples of selection criteria and procedures are available from the Central Zone Director.
3. Swimmers with disabilities may compete in finals, earn awards and score points for their team in the same manner as the able bodied swimmers. There are no special awards necessary.
4. It is the responsibility of the swimmer, or his/her coach, to inform the Meet Referee of any disability-related accommodations he/she may need to compete. This information must be given in advance of the meet. The Meet Referee shall inquire about the swimmer's needs and determine any modifications that may be required. This information shall be relayed to the starter and stroke and turn judges. Visually impaired swimmers who require tappers must bring their own devices and individuals to use them.
5. Aside from the norm, the Meet Referee has the ability to seed the swimmer with a disability in a number of ways. These options include: seed the swimmer with others of the appropriate gender, allowing the swimmer to complete half the distance of their age group (swim the 100m backstroke during the 200m race), or swim with a younger age group where their entry time is similar to the able-bodied swimmers for the same distance (a 15 year old swimmer with a disability could swim the 100 freestyle with the 9-10 age group). The final meet results should show the swimmer with a disability listed in the correct age and event, regardless of where he/she actually competed. The Meet Referee may reassign the lane of a deaf swimmer if a required view of the strobe light is obscured, and the light cannot be repositioned.
6. It is the responsibility of the USA Swimming Disability Chair to provide the Meet Referee with current American Records for swimmers with disabilities. It is the swimmer's responsibility to complete and submit an application for an American Record should one be set.

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX F:  
 CENTRAL ZONE CHAMPIONSHIP MEET  
 SANCTION NUMBER MV-07-41  
 SWIMMERS WITH A DISABILITY ENTRY FORM**

Name: \_\_\_\_\_ Club: \_\_\_\_\_ LSC: \_\_\_\_\_  
 USA Swimming #: \_\_\_\_\_ Age first day of the meet: \_\_\_\_\_  
 Swimmer email address: \_\_\_\_\_  
 Swimmer phone #: \_\_\_\_\_  
 Name of person completing this form: \_\_\_\_\_  
 Email address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_

Please enter events below. The maximum number of events for swimmers 12 and under is six (6) and swimmers 13-18 may enter five (5) events. Please indicate the swimmer's preference regarding seeding of their entry for each event. Please note that changing age groups may change the session that the swimmer swims. Changing the distance may affect the date on which the swim occurs. Take these factors into consideration when selecting the seeding procedure for each event listed below. The Meet Referee has the final decision regarding seeding procedures.

Disability-related accommodations: \_\_\_\_\_

<b>EVENT #</b>	<b>EVENT DESCRIPTION</b>	<b>ENTRY TIME</b>	<b>SEED WITH AGE GROUP (same age, same distance)</b>	<b>SEED WITH DIFFERENT DISTANCE (same age, different distance)</b>	<b>SEED WITH COMPARABLE TIME (younger age, distance depends on entry time)</b>

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX G:  
CENTRAL ZONE CHAMPIONSHIP MEET  
MEET STAFF**

LSC \_\_\_\_\_

**INSTRUCTIONS:** Please complete the information requested and submit with Meet Entries.

**COACHING STAFF:**

Head Coach:

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

Assistant Coach: \_\_\_\_\_

**LSC REPRESENTATIVE FOR MEET: (Official contact – LSC/Meet Director)**

Name: \_\_\_\_\_

Cell Phone number \_\_\_\_\_ Email \_\_\_\_\_

Alternate: \_\_\_\_\_

Cell Phone number \_\_\_\_\_ Email \_\_\_\_\_

Position on or with LSC Team: \_\_\_\_\_

Hotel Name/Phone number during Meet: \_\_\_\_\_

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX H:  
CENTRAL ZONE CHAMPIONSHIP MEET  
PERMISSION AND RELEASE FORM**

LSC \_\_\_\_\_

I hereby give my permission for \_\_\_\_\_  
(Please Print Name of Swimmer)  
to accompany the \_\_\_\_\_ LSC TEAM to: \_\_\_\_\_

on the following dates: \_\_\_\_\_

I further waive all claims for injury, accident, or liability of any kind for the above-mentioned swimmer, and in case of an accident or injury in any way resulting, directly or indirectly from participation in such program, hold harmless from any liability therefore the \_\_\_\_\_, its officers, coaches, chaperones, managers, or any other person or persons in any way connected or associated with the program.

Furthermore, in case of emergency medical attention which may be required, I authorize the adult coaches, chaperones, and/or other adults traveling in an official capacity with the team to act for me according to their best judgment and ability.

\_\_\_\_\_  
(Signature of Parent or Guardian) Date: \_\_\_\_\_

**MEDICAL INFORMATION:**

List medication and dosage the swimmer is taking now \_\_\_\_\_

Pre-existing conditions (asthma, epilepsy, etc.): \_\_\_\_\_

Allergies (include medicines needed): \_\_\_\_\_

Other pertinent information the coach, and others in charge, should know about the swimmer: \_\_\_\_\_

Physician's Name: \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
(Please Print) Phone Number

Name of Parent or Guardian: \_\_\_\_\_  
(Please Print)

Address: \_\_\_\_\_  
Street City State Zip

Telephone Day: (\_\_\_\_\_) \_\_\_\_\_ Evening: (\_\_\_\_\_) \_\_\_\_\_

Phone during meet competition: (\_\_\_\_\_) \_\_\_\_\_ (cell/pager/etc)

## **Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

### **APPENDIX I**

#### **CENTRAL ZONE CHAMPIONSHIP MEET**

##### **GUIDELINES FOR CODE OF CONDUCT VIOLATIONS**

All athletes, coaches and LSC staff members must have signed a "Code of Conduct." This must be on file with the designated LSC Representative while attending the Central Zone Championship Meet.

The Meet Host shall enclose a copy of the "sample" LSC Code of Conduct with the Meet Information when it is distributed to participating teams for use if there is no LSC Code of Conduct.

Article 401.1 of Part Four (USA Swimming Rules and Regulations) states "...USA Swimming may censure, suspend for a definite or indefinite period of time with or without terms of probation, fine or expel any member of the Corporation, including any athlete, coach, manager, official, member of any committee, or any person participating in any capacity whatsoever in the affairs of the Corporation, who has violated any of its rules or regulations, or who aids, abets, and encourages another to violate any of its rules or regulations, or who has acted in a manner which brings disrepute upon the Corporation or upon the sport of swimming."

In the instance of any violations, this procedure shall be followed:

1. Report, in writing, the violation or offense to the Meet Referee and the Zone Observer.
2. The offense must be verified and the report must include:
  - A. The name and LSC of the person(s) who committed the offense;
  - B. The name and means of contacting the person(s) who were affected by the violation;
  - C. The nature and details of the violation;
  - D. The name of the LSC Representative of the person(s) who committed the offense.
3. The Zone Observer will contact the person(s) charged with the offense and their LSC Representative.
4. If the situation does not have legal implications and can be resolved to the satisfaction of all persons involved, the matter will simply be reported, in writing, to:
  - A. The Representative of the host LSC;
  - B. The person(s) who committed the offense;
  - C. The LSC General Chairman of the person(s) who committed the offense;
  - D. The LSC Representative of the person(s) who committed the offense;
  - E. The person(s) whom the violation affected;
  - F. The Zone Directors and Coordinators.
5. If the situation has legal implications and/or cannot be resolved to the satisfaction of all persons involved, the matter shall be officially reported to the LSC of the person(s) charged with the offense, with a request or recommendation from the Zone Directors and Coordinators for suitable disciplinary action.
6. Within 30 days of the official report, the LSC must advise the Zone Directors, in writing, that the review process has been initiated. The LSC must also advise the Zone Directors of the final action taken. If the consensus of the Zone Directors and Coordinators is that the LSC of the person(s) charged did not take appropriate action, the matter may be referred to the National Board of Review for hearing and decision.

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX I:  
CENTRAL ZONE CHAMPIONSHIP MEET  
CODE OF CONDUCT**

LSC \_\_\_\_\_

**SAMPLE:** The LSC shall use this form if there is no “Code of Conduct” form used by your LSC.

**PURPOSE:** The purpose of this Code is to promote the best possible LSC Team and individual impression at all times and to acknowledge each individual’s responsibilities as members of our team.

**PART I – GENERAL CONDUCT:**

1. All participating LSC Team members shall abide by this Code of Conduct.
2. Curfews will be strictly obeyed unless participant has contacted the coach for an extension.
3. The use of alcoholic beverages is forbidden.
4. The use of drugs, other than those prescribed by your physician, is forbidden.
5. The use of tobacco products is forbidden.
6. The use of fireworks is forbidden.
7. Indiscreet or destructive behavior will not be tolerated. Every effort should be made to avoid guilt by association with such activities.
8. Swimmers will treat their membership on the Team as a privilege and personally acknowledge those responsibilities associated with it.

**PART II – VIOLATION OF THE CODE:** The coach and chaperone have the power to impose penalties for violation of the Code. The penalties include, but are limited to the following:

1. The Swimmer will be scratched from the Championship Meet.
2. The Swimmer will be sent home immediately, at his/her own expense.
3. The Swimmer will forfeit his/her privilege of being a member of LSC Team.

I hereby agree to abide by the rules of conduct set forth in Part I above and acknowledge that, should I violate any provision of Part I, I will be subject to disciplinary actions as set forth in Part II, including suspension.

Swimmer: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Please Print Name

Parent/Guardian \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Please Print Name

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX J:  
 CENTRAL ZONE CHAMPIONSHIP MEET  
 CENTRAL ZONE MEET EVALUATION**

Location of Meet: \_\_\_\_\_ Date \_\_\_\_\_

Who do you represent (circle)? Host LSC/Club Visiting LSC

Describe yourself (circle) Athlete Coach Official Meet Volunteer Spectator

Please rate the quality of this meet. Please write comments on the reverse side.

	Low				High
1. Swimming pool (e.g., water quality, ventilation, lane lines)	1	2	3	4	5
2. Equipment (e.g., timing system, PA system)	1	2	3	4	5
3. Swimmer facilities (e.g. locker rooms, rest areas)	1	2	3	4	5
4. Spectator facilities (e.g. seating, rest rooms)	1	2	3	4	5
5. Meet Services (e.g. concessions, admissions, programs)	1	2	3	4	5
6. Meet Hospitality (e.g. food, accommodations, general)	1	2	3	4	5
7. Officiating	1	2	3	4	5
8. Awards and awards presentations	1	2	3	4	5
9. Safety provisions	1	2	3	4	5
10. Overall success of the meet	1	2	3	4	5
11. Other (please specify)	1	2	3	4	5

Return the completed evaluation to the collection box located at the ticket counter at the main entrance.  
 or mail to the Championship Meet Coordinator Lisa Ellis, 6931 Spencer St, Omaha, NE 68104, no later  
 than August 19, 2007

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX L:  
HOTEL LIST**

**\*Holiday Inn Holidome** [www.topekaholidome.com](http://www.topekaholidome.com)  
605 SW Fairlawn Rd  
Topeka, KS 66606  
(785) 272-8040  
(800)822-0216  
\*Meet Hotel

(use group code C99)  
Zone Meet Rate  
Complimentary breakfast starting 6:00AM  
2:00PM Sunday Checkout

Senate Luxury Suites  
900 SW Tyler  
Topeka, KS 66612  
(785) 233-5050  
(800) 488-3188

**Holiday Inn Express & Suites** [www.topekaexpress.com](http://www.topekaexpress.com)  
901 SW Robinson  
Topeka, KS 66606  
(785) 228-9500

(use group code CZM)  
Zone Meet Rate  
Complimentary breakfast starting 6:00AM  
2:00PM Sunday Checkout

Comfort Inn  
1518 SW Wanamaker Rd  
Topeka, KS 66604  
(785) 273-5365  
(800) 228-5150

**Ramada Inn Downtown**  
420 SE 6<sup>th</sup> St  
Topeka, KS 66607  
(785) 234-5400  
(800) 432-2424

ask for 2007 Central Zone Meet Rate  
Complimentary full hot breakfast buffet  
starting at 6:00 AM  
2:00 PM Sunday Checkout

Fairfield Inn by Marriott  
1530 SW Westport Rd  
Topeka, KS 66604  
(785) 273-6800  
(800) 228-2800

Capitol Plaza Hotel  
1717 SW Topeka Blvd  
Topeka, KS 66611  
(785) 431-7200

AmeriSuites  
6021 SW 6<sup>th</sup> Ave  
Topeka, KS 66615  
(785) 273-0066

Courtyard by Marriott  
2033 SW Wanamaker Rd  
Topeka, KS 66604  
(785) 271-6165  
(800) 228-2800

Candlewood Suites Hotel  
914 SW Henderson Rd  
Topeka, KS 66615  
(785) 271-7822

Residence Inn by Marriott  
1620 SW Westport Dr  
Topeka, KS 66604  
(785) 271-8903  
(800) 331-3131

Clubhouse Inn & Suites  
924 SW Henderson Rd  
Topeka, KS 66615  
(785) 273-8888

Best Western Candlelight Inn  
2831 SW Fairlawn  
Topeka, KS 66614  
(785) 272-9550  
(800) 223-8892

Country Inn & Suites  
6020 SW 10<sup>th</sup> Ave  
Topeka, KS 66615  
(785) 478-9800

Days Inn  
1510 SW Wanamaker Rd  
Topeka, KS 66604  
(785) 272-8538  
(800) 329-7466

Hampton Inn  
1401 SW Ashworth Place  
Topeka, KS 66604  
(785) 273-0003

Quality Inn  
1240 SW Wanamaker Rd  
Topeka, KS 66604  
(785) 273-6969

Sleep Inn & Suites  
1024 SW Wanamaker Rd  
Topeka, KS 66604  
(785) 228-2500

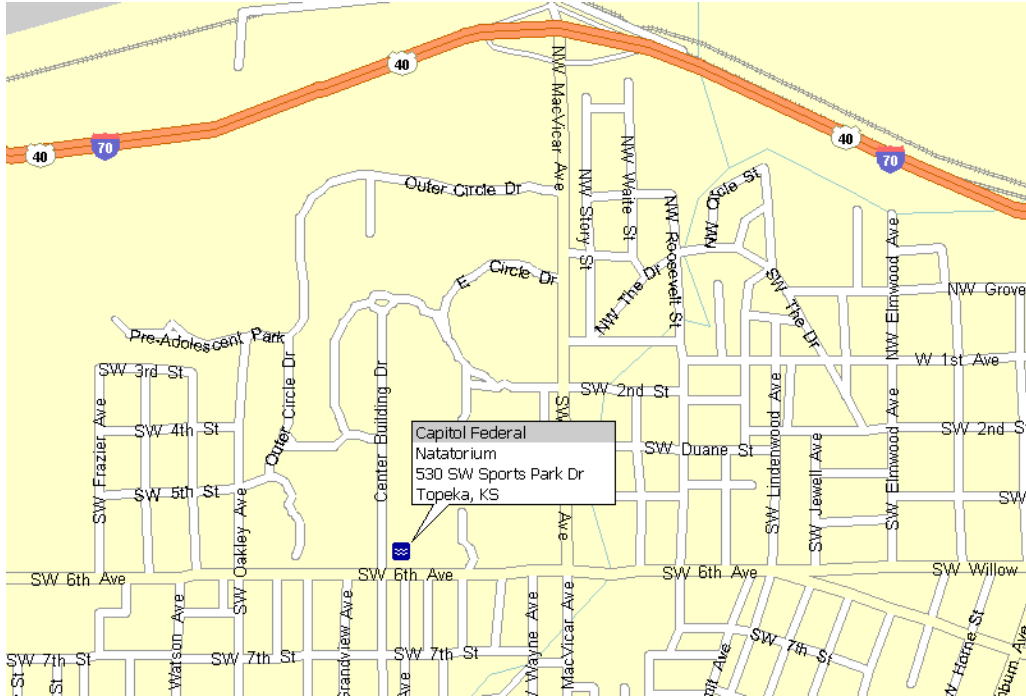
**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX M**

**Location of the Capitol Federal Natatorium**

**530 SW Sports Park Drive. Topeka, KS 66606**

**(SW Sixth Street between MacVicar Avenue on the East and Gage Blvd. on the West)**



**Directions:**

I. **From the East.** Take Interstate 70 West into Topeka and exit at **Gage Blvd., one exit west of MacVicar (a local road construction project is scheduled on MacVicar between I-70 and Sixth Street in the summer of 2007)**. Turn left (south) on Gage, proceed one half mile to Sixth Street. Turn left (east) on Sixth Street, proceed three quarters of a mile to Sports Park Drive to the *Capitol Federal Natatorium*, which will be on the left hand side of the road in the *Dana and Louise Hummer Sports Park*.

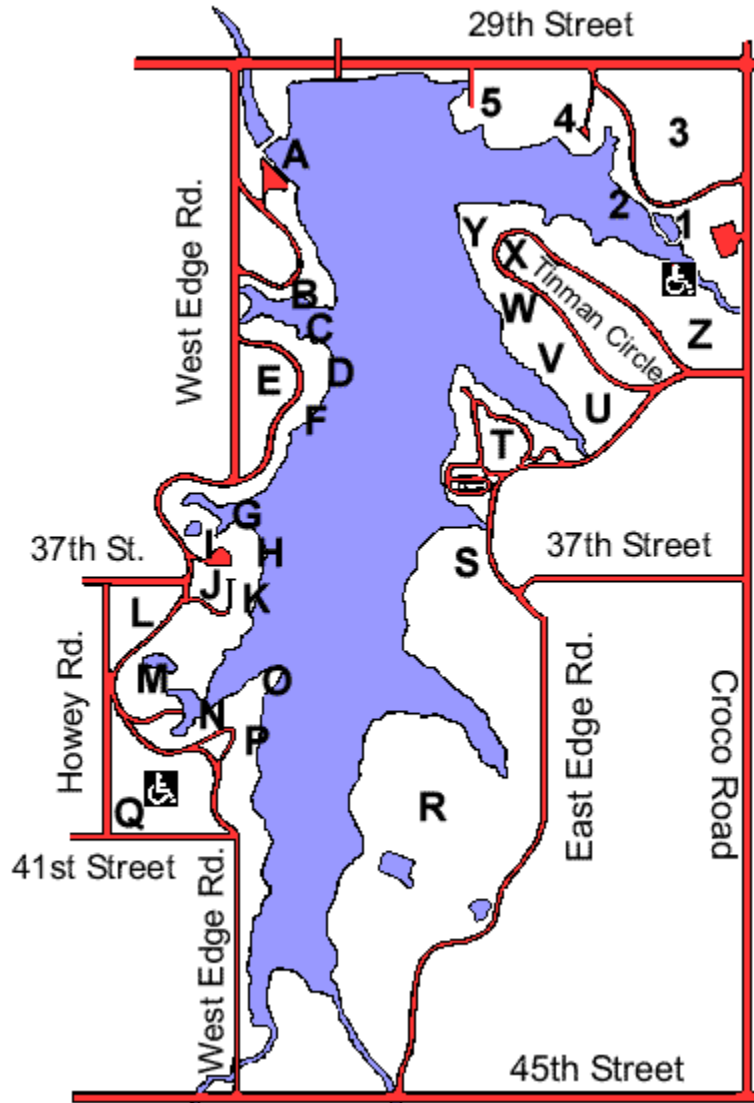
II. **From the West.** Take Interstate 70 East into Topeka and exit at **Gage Blvd.** Turn left (south) on Gage, proceed one half mile to Sixth Street. Turn left (east) on Sixth Street, proceed three quarters of a mile to Sports Park Drive to the *Capitol Federal Natatorium*, which will be on the left hand side of the road in the *Dana and Louise Hummer Sports Park*.

III. **From the North.** Take US 75 South into Topeka, exit onto the Interstate 70 East bypass and *immediately* exit onto Gage Blvd. Take Gage blvd south one half mile to Sixth Street. Turn left (east) on Sixth Street, proceed three quarters of a mile to Sports Park Drive to the *Capitol Federal Natatorium*, which will be on the left hand side of the road in the *Dana and Louise Hummer Sports Park*.

IV. **From the South.** Take US 75 North into Topeka, and exit Interstate 470 West (US-75 Bypass). Take I-470 West two miles to the Gage Blvd exit and turn right (north). Proceed three miles north to Sixth Street. Turn right (east) on Sixth Street, proceed three quarters of a mile to Sports Park Drive to the *Capitol Federal Natatorium*, which will be on the left hand side of the road in the *Dana and Louise Hummer Sports Park*.

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX N  
Location of Open Water Events  
Lake Shawnee  
SE Croco Road Between SE 29<sup>th</sup> and 37<sup>th</sup> Streets  
Tinman Circle**



**Directions to the Open Water Events:** Take Interstate 70 East from the Capitol Federal Natatorium to California Street Exit. Take California Street exit south to Twenty Ninth Street. Turn left(east), and proceed approximately three miles to Croco Road. Turn right (south), proceed approximately one half mile to Tinman Circle, marked “Z” on the map, the entrance to Lake Shawnee. Turn right (west) and proceed along Tinman Circle to the Parking and Open Water Registration in the areas marked “X” and “Y” on the above map.

**Revised 7/31/07 Appendix L & O; Order of Events for Open Water**

**APPENDIX O  
REGISTRATION, TEAM PICTURE & PRACTICE TIMES  
2007 CENTRAL ZONE CHAMPIONSHIPS  
TOPEKA, KANSAS  
AUGUST 9, 2007**

<b>TEAM</b>	<b>REGISTRATION</b>	<b>PICTURES</b>	<b>PRACTICE</b>
<b>Missouri Valley</b>	<b>12:00-12:20</b>	<b>12:30-12:50</b>	<b>1:00-2:00</b>
<b>Ozark</b>	<b>12:30-12:50</b>	<b>1:00-1:20</b>	<b>2:00-3:00</b>
<b>Iowa</b>	<b>1:00-1:20</b>	<b>1:30-1:50</b>	<b>2:00-3:00</b>
<b>South Dakota</b>	<b>1:30-1:50</b>	<b>2:00-2:20</b>	<b>3:00-4:00</b>
<b>North Dakota</b>	<b>2:00-2:20</b>	<b>2:30-2:50</b>	<b>3:00-4:00</b>
<b>Wisconsin</b>	<b>3:00-3:20</b>	<b>3:30-3:50</b>	<b>4:00-5:00</b>
<b>Michigan</b>	<b>3:30-3:50</b>	<b>4:00-4:20</b>	<b>5:00-6:00</b>
<b>Minnesota</b>	<b>4:00-4:20</b>	<b>4:30-4:50</b>	<b>5:00-6:00</b>

**Meet Photography to be provided by:**

**John LaBarge  
J&C Imaging, Inc.  
404 Poyntz  
Manhattan, KS 66502**

[www.myusphoto.com](http://www.myusphoto.com)

**Team Pictures will be \$15.00 per print, and will be mailed directly.**