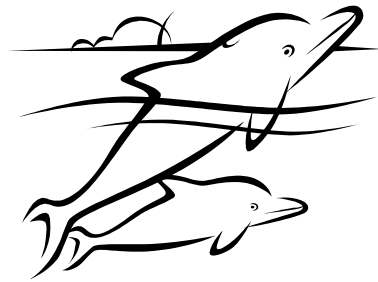


# Kiln Creek Dolphins



## SWIM TEAM (KCST)

2011 Mock Meet  
Parents' Guide

## ***Welcome to the Kiln Creek Dolphins Annual Practice Meet!***

The Mock Meet is designed to:

- train parents on each volunteer duty required for a swim meet.
- train parents and swimmers how a meet is run.
- provide an official time trial for swimmers.

### ***What to Expect***

- ⇒ Prior to the meet, parents should review their duty descriptions which are detailed on the website.
- ⇒ Each parent is assigned a “training position” based on their meet duties.
- ⇒ Most parents will be assigned more than one duty.
- ⇒ To practice duties, parents will be assigned to one or more of the four sessions during the swim meet. (Parents will receive a session breakout list upon arrival at the pool.)
- ⇒ Sessions will be announced throughout the meet. Be ready to switch duty locations when announced.
- ⇒ You will receive duty instructions at each duty location.

### ***Mock Meet Timeline (regular Swim Meet Timeline below)***

- 4:30 - Set up and Concession volunteers arrive and begin set up. Be sure to sign in with Meet Coordinator upon arrival.
- 5:00 - Swimmers arrive for warm-ups
- 5:00 - Duty volunteers arrive and sign in with Meet Coordinator.
- 5:30 - Officials’ Meeting
  - National Anthem
- 5:30ish- Start of Meet
- 9ish - End of Meet
  - Clean up begins
- 9:30ish- Clean up complete, pool lock-up

### ***Please Note that the Mock Meet Timeline is different from a regular Swim Meet Timeline shown below:***

- 4:15 - Set up and Concession volunteers arrive and begin set up. Be sure to sign in with Meet Coordinator upon arrival.
- 5:00 - Swimmers arrive
- 5:00 - Home Team warm-ups
- 5:30 - Visiting Team warm-ups
- 5:30 - Duty volunteers arrive and sign in with Meet Coordinator.
- 5:45 - Officials’ Meeting
- 6:00 - National Anthem
  - Start of Meet
- 9:00 - End of Meet
  - Clean up begins
- 9:30 - Clean up complete, pool lock-up

### ***Swim Meet Order of Events***

#### **Events 1 – 8: Individual Medley (IM)**

All 4 strokes in this order: Butterfly, Backstroke, Breaststroke, Freestyle  
Age Groups: 9 – 10, 11 – 12, 13 – 14, 15 – 18

### **Events 9 – 20: Freestyle**

Age Groups: 6 & Under, 7 – 8, 9 – 10, 11 – 12, 13 – 14, 15 – 18

### **Events 21 – 30: Breaststroke**

Age Groups: 7 – 8, 9 – 10, 11 – 12, 13 – 14, 15 – 18

### **Events 31 – 42: Backstroke**

Age Groups: 6 & Under, 7 – 8, 9 – 10, 11 – 12, 13 – 14, 15 – 18

### **Events 43 – 52: Butterfly**

Age Groups: 7 – 8, 9 – 10, 11 – 12, 13 – 14, 15 – 18

### **Events 53 – 56: Relays** (*These events are not swum during the Mock Meet*)

### ***Procedural Rules***

- \* For each stroke, all events are separated into “Boys” and “Girls.”
- \* Each stroke is then broken up by age group.
- \* Boys swim first in each stroke and age group, followed by the girls.
- \* Each swimmer is eligible to swim in three events and one relay.
- \* Points are awarded as follows:
  - 1st place – 5 points
  - 2nd place – 3 points
  - 3rd place – 1 point
  - 4th place – 0 points
  - 1st place Relays – 7 points (0 points for 2<sup>nd</sup> place)
- \* In the case of a tie, each swimmer gets half the total points for the two places. For example: A tie for 1st place is 4 points for each swimmer:  $5 + 3 = 8/2$ .
- \* Lanes 1 – 4, in the first heat of each event are scored for points.
- \* Lanes 5 and 6 are exhibition lanes and are used for a swimmer’s best time.
- \* All heats after the first are not scored.
- \* Ribbons are awarded to 1<sup>st</sup> through 3<sup>rd</sup> place.
- \* A “Heat” Ribbon is awarded to each first place finisher as they exit the pool. This includes exhibition heats and lanes.
- \* “Participation” Ribbons are awarded to all other swimmers.
- \* Each stroke must be swum correctly or swimmer will be disqualified.
- \* A disqualification (DQ) is **not** a punishment; it is a learning tool used to help provide feedback to coaches and swimmers.
- \* **DO NOT** approach officials during a meet to question a call the official has made; questions must be presented to the GPSA Representative.
- \* The Scorekeeper’s table is **off limits to everyone**, except the GPSA Rep, Referee, and Coaches.

### ***Volunteer Duties***

*(The following positions require GPSA training.)*

**Referee** – The Referee oversees meet, verifies calls made by judges, and makes final rulings for appeals.

**Scorekeeper** – The Scorekeeper prepares score sheet and tallies score.

**Starter** – The Starter starts the race and is in charge of swimmers from the time they come to the starting block, to the start of the race.

**Stroke Judge** – A Stroke Judge determines if swimmers perform strokes correctly.

**Turn Judge** – A Turn Judge determines if swimmers make turns correctly.

*(The following positions **do not** require GPSA training.)*

**Clerk of Course** – A Clerk of Course seats swimmers behind starting blocks according to event schedule.

**Concession Runner** – The Concession Runner picks up ice, pizza, and other food items.

**Concession Worker** – A Concession Worker sells food and snacks during meet.

**Head Timer** – A Head Timer maintains a backup stopwatch and gives to Timers as needed.

**Lane Slips** – A Lane Slip volunteer hands out Lane Slips to swimmers before each race.

**Publicity** – The Publicity volunteer records top finishers for publication on GPSA website.

**Ribbon Writer** – A Ribbon Writer writes swimmer names, team, and time on appropriate ribbons.

**Runner** – A Runner collects Lane Slips from Timers after each heat and gives them to the Referee, then to the Scorekeeper

**Timer** – A Timer is assigned a lane and records times for swimmers in that lane.

**Sweep Judge** – A Sweep Judge determines and records the position in which swimmers finish.

### ***Frequently Asked Questions***

Q: What time should I arrive?

- Set-up and Concession volunteers should arrive at 4:15 p.m. (*Mock Meet 4:30*)
- Swimmers must arrive, ready to swim at 5:00 SHARP. (*Regular Meet 4:45*)
- All other volunteers must arrive by 5:00. (*Regular Meet 5:30, Home & Away*)

Q: What do I do when I arrive?

- Sign in at the volunteer table located near the lifeguard shack.
- You **MUST** be in place at your duty location by 5:20. (*Regular Meet 5:40*)
- At 5:25, the Referee will call a meeting for all officials, timers, judges, etc., which will take place near the Scorekeeper's table. You must be there! (*Regular Meet 5:45*)

Q: What does my child do upon arrival?

- Warm-ups begin at 5:00 SHARP.
- Swimmers will check in with a coach and get ready for warm-ups.
- Look for Lane Slip Boards (behind starting blocks, near fence) so they know where to pick-up their Lane Slips.
- Be ready for team meeting which takes place in the corner to the right of the diving board.
- Swimmers may sit with their families but are expected to cheer for their teammates and remain involved in the meet.
- Please **DO NOT** allow your swimmer to wander away from the immediate area of swim meet.
- **Each swimmer** is responsible for checking in with the Clerk of Course **five events prior** to their own, so they can be accounted for and seated behind the starting blocks.
- The Clerk of Course **CANNOT** leave the area to look for swimmers, it is crucial for **parents** to know where their swimmers are, and in what events they will swim.
- This ensures that swimmers **get to swim** in their events, and that the meet runs smoothly.

Q: Will my child swim at each meet?

- Every effort is made to have all children swim in at least one event at each meet. However, at "A" meets, the swimmers with the fastest two times in each event will be designated as swimming for points toward the team's score, while other swimmers will be swimming for participation times (exhibition) to qualify for the City Meet.

Q: They warmed up, now what?

- Swimmers will get their Lane Slips if they are swimming in Events 1 – 10.
- All other swimmers should get their Lane Slips approximately **10 events prior** to their own.
- The Lane Slip indicates what event a swimmer will swim, the lane number, and the heat.

- Swimmers will report to the Clerk of Course near the Lane Slip boards **at least five events** prior to their own.
- The Clerk of Course will show swimmers where to sit to wait for their event.

Q: What happens behind the starting block before the race?

- The Clerk of Course collects Lane Slips and calls swimmers up to the starting blocks when it is time to swim.
- The Clerk of Course gives the Lane Slips to the Timers.
- Timers verify the swimmer's name before the start of the heat.
- The Referee sounds a series of whistle blows to alert swimmers to approach the starting blocks.
- The Starter announces the event and heat number.
- The Referee will sound one long whistle blow for swimmers to step on to the starting block, or get in the pool for backstroke.
- The Starter will say: "Take your mark," and then a light will flash at the Starter's Table, and a beep will sound to begin the race.

Q: What should swimmers do immediately after their event?

- Immediately after each race, swimmers go to their coach for feedback. *If a coach is not immediately available, swimmers should get feedback from a coach some time during the meet.*
- Swimmers should then rest up for their next event and check for Lane Slips.
- Please **DO NOT** allow your swimmer to wander away from the immediate area of the meet.
- **Each swimmer** is responsible for checking in with the Clerk of Course **five events prior** to their own, **so they can be accounted for and seated** behind the starting blocks.
- The Clerk of Course **CANNOT** leave the area to look for swimmers, it is crucial for parents to know where their swimmers are, and in what events they will swim.

Q: When can I leave the meet?

- Swimming is not an individual sport—it leaves a bad impression on the team when a swimmer swims his or her own events and then leaves.
- When swimmers are finished with their events, they need to stay and cheer for their teammates.
- By staying and watching the entire meet, swimmers show good sportsmanship, **and learn valuable skills** to help with their own swimming.

Q: Before a meet, what and when should my child eat?

- The best time to eat is at 3:30. This allows time to absorb carbohydrates and protein, and process waste.
- Before an event, snacks and non-acidic drinks are fine—in moderation.
- Pasta, sports drinks, and hard candy are recommended.

Q: What happens if my child gets a disqualification (DQ)?

- Most importantly, a DQ is **NOT** a punishment, and should not be thought of as something bad!
- A DQ is simply a tool designed to identify techniques or habits that need to be changed.
- Coaches review all DQs and work with swimmers during practice to correct the identified technique or habit.
- **IMPORTANT:** If your swimmer receives a DQ, please remind him or her that a DQ is something that will help them learn to swim the strokes correctly, and that they should try not to be too upset about it.