

# Holly Jolly Swim Meet

Hosted by Des Plaines River Racers

December 3-4, 2011

Sanction # ILS11-1211



Hosted by the Des Plaines River Racers

## FORMAT

The Holly Jolly Swim Meet is a weekend long, timed-finals short-course yards swim meet. Its holiday theme will get you in the mood for the holidays while watching some fabulous mid-season swims!

## LOCATION & FACILITY

**Maine West High School – 1755 S. Wolf Rd – Des Plaines, IL 60018**

The Maine West High School pool is an indoor 6 lanes, 25-yard competition pool, starting blocks at the deep end, and Keifer non-turbulent lane markers. The pool is 3 1/2' deep at the shallow end, and 10-12' at the deep end. Fully automatic timing equipment (Datronics6000) & touch pads will be used. A Daktronics beep horn and strobe starting system. The competition pool water is kept at 79\*. Seating capacity is 550. There is also a five (5) lane, 25 yard warm down pool that will be available for use throughout the meet. The facility is handicap accessible. The competition course has not been certified in accordance with 104.2.2C(4) Please make any needs known to event staff upon arrival.

## MEET SCHEDULE

### MEET TIMELINE

DATE	TIME	EVENT
Saturday, November 5	8:00am	Entry Period Opens
Sunday, November 27	5:00pm	Entry Deadline - *Or when meet reaches capacity.
Saturday, December 3	8:00am	Session 1 Begins
	11:30am	Session 2 Begins
	1:00pm	Session 3 Begins
Sunday, December 4	8:00am	Session 4 Begins
	11:30am	Session 5 Begins
	1:00pm	Session 6 Begins

## SESSION TIMELINES

Session #	Age Groups	Warm Ups	Positive Check In Cutoff	Session Begins
1 – Saturday AM	8&U and 10&U	7:00-7:50am	7:30am	8:00am
2 – Saturday 500	All – 1650 freestyle	Discretion	Discretion	11:30am
3 – Saturday Mile	11-12 & Open	Noon	12:30pm	1:00pm
4 – Sunday AM	8&U and 10&U	7:00-7:50am	7:30am	8:00am
5 – Sunday Distance	All – 500 freestyle	Discretion	Discretion	11:30am
6 – Sunday PM	11-12 & Open	Noon	12:30pm	1:00pm

## MEET ADMINISTRATION

<u>Meet Director</u>	<u>Entry Chair</u>	<u>Meet Referee</u>	<u>Safety Chair</u>
Mike Tuntland <a href="mailto:mtuntland@desplainesswimming.org">mtuntland@desplainesswimming.org</a>	Mike Tuntland Meentry@desplainesswimming.org	Dale Kelley	Rob Ramoska <a href="mailto:rob@desplainesswimming.org">rob@desplainesswimming.org</a>

## ENTRY CHECKLIST

This meet will be using entered using Team Manager Entry files. All forms should be submitted by the start of the meet. Forms included include: 1. Team Summary and Release Form. 2. Any entry fees and swimmer surcharge payment. Mail payment to: Des Plaines Swimming 1153 S Lee Street – Des Plaines, IL 60016

## ENTRY FEES

\$3 per individual event, \$7 per relay event. In addition, a swimmer surcharge of \$3 per individual entered into the meet to cover Illinois Swimming fee and facility fees.

## **ENTRY PROCESS**

1. Entries will be accepted using a HyTek or equivalent meet entry file. Entries may be filed starting Saturday, November 5 at 8am. Entries are due no later than November 27 or when the meet is full.

*If unable to produce a HyTek file, use the accompanied paper registration form.*

2. Send all team release forms and payment to Des Plaines Swimming 1153 S Lee Street – Des Plaines, IL 60016. Forms and payment are due prior to the first athlete competing.

3. Verify entries via email with DP Swimming after pre-meet recon.

4. Time may be submitted for any course. No times (NT) will be accepted.

## **ELIGIBILITY:**

All swimmers must be current (2011) members of USA Swimming and Illinois Swimming. “Applied or” registration numbers will not be accepted; registration forms may be obtained from the ISI office, 847-824-1596, 1400 East Touhy Avenue, Suite 245, Des Plaines, IL 60018 or downloaded from the Illinois Swimming website. [www.ilswim.org](http://www.ilswim.org). 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. 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.

## **EVENT LIMITATIONS:**

A swimmer may swim no more than eight (8) individual events during the meet. No swimmer shall be permitted to compete in more than four (4) individual events per day. Those entries not accepted will be returned to the club. In the event a swimmer is entered than the allotted max entries, the first entries in order of the session will be taken.

## **SPECIAL ACCOMODATIONS**

In accordance with USA Swimming Rules, Articles 105 and 202.1.13, the Meet Referee has the authority to accommodate swimmers with disabilities. It is the responsibility of the coaches or swimmers to contact the Meet Referee with specific requests.

## **POSITIVE CHECK-IN:**

All events will be Positive Check-In, timed finals. Each swimmer must check herself/himself in with the Clerk of Course before the start of each session for the events they will be swimming. Any swimmer who does not check-in with the Clerk of Course, prior to the deadline for Positive Check-In, will be scratched from all events for that day. Swimmers missing Positive Check-In will only be placed if and wherever any openings may occur, regardless of original seedtime. All swimmers will be expected to report for their events on time.

## **EVENTS:**

There are no minimum time standards. Events will be deck seeded timed finals. **DECK ENTRIES WILL ONLY BE ACCEPTED BASED ON MEET AVAILABILITY AND AT DESCRETION OF MEET REFEREE.** Heat and lane assignments will be distributed to the coaches, and posted on the pool deck and in the cafeteria. Each event will be swum in heats from slowest to fastest. **SWIMMERS REPORTING LATE TO THE BLOCKS WILL BE SCRATCHED FROM THAT EVENT.**

## **SEEDING**

All events will be time finals from slowest to fastest. With the exception of the 1650 Free events. These events will be swum fastest to slowest. Short course yard times should be submitted for entry purposes. Converted times will be accepted.

## **RELAYS**

Swimmers competing in relays must be entered in at least one individual event. Relay sheets will be distributed each session. Coaches should return relay no less than 30 minutes before the meet begins. Failure to return relay forms may result in relays being scratched with no refund.

## **STARTS**

At the meet referee’s discretion, fly-over starts may be implemented in order to ensure that each session is completed in a timely manner. All starts take place in the deep end of the pool on the blocks. All 25-yard events will begin in the shallow end which will require an in-water start due to the depth. Changes will be made known to coaches at the meet.

## **INDIVIDUAL AWARDS:**

Ribbons will be awarded for 1-8<sup>th</sup> place in individual events and 1-3 place for relay events. Heat awards will also be available for heat winners. Swimmer are responsible for receiving their award after the heat if they are a winner.

**MEET RESULTS:**

Meet results will be sent to all Head Coaches after the meet and will be available on the River Racers website at [dpswim.org](http://dpswim.org)

Unofficial results will be posted throughout the meet and can be accessed via the River Racers website: [dpswim.org](http://dpswim.org)

**WARM-UP:**

ISI warm-up and safety procedures will be in effect.

**DECK ACCESS & RESTRICTIONS:**

Current (2011) USA Swimming membership is required for coaches and working officials to be on deck. Coaches and officials must display USA Swimming credentials at all times while on deck.

**TIMERS & VOLUNTEERS:**

We would appreciate as many people helping as possible. While no timing assignments are expected, we would request that anyone interested in timing, make it known to their teams' coach so that if we require additional timers, we do not have to delay the meet.

**OFFICIALS:**

Officials interested in working this meet should contact the meet director or the meet referee.

**ADMISSIONS:**

Admissions will be charged for entrance to each session at \$5 per person. Children under 8 will be admitted free. Heat sheets will also be available for sale \$4 for the entire meet

**CONCESSIONS:**

Food and beverages will be sold during the meet by parent volunteers of the Des Plaines River Racers. In addition, select vendors will be on site selling their product also. Food and beverage will be available and should be consumed in the Maine West Cafeteria. Please no food or drink in the pool area.

**LOCKER ROOMS:**

Locker room facilities are available on the deck level of the pool for changing purposes only. No lockers will be available for storage.

**COACHES RESPONSIBILITIES:**

Coaches shall instruct their swimmers regarding safety and warm-up procedures as they apply to conduct at the meet. Coaches shall be on deck during the warm-ups and shall actively supervise their swimmers throughout all warm-up sessions. All coaches must be current USA member coaches to be allowed on deck and must display their current USA coaching membership cards continuously while on deck. As per ISI rules effective October 2008, the host team will receive a notice of all coaches approved to be on deck. We will not permit uncertified individuals on the deck. All teams are expected to furnish a monitor to supervise their team in the pool and other areas.

**SMOKING**

The entire Maine West Campus is smoke-free, including outdoor areas. Smoking is not permitted anywhere on District 207 property.

**CAMPUS PARKING INSTRUCTIONS**

Over 800 parking spaces exist on the Maine West Campus. The pool is located on the south side of the building, between the tennis courts and the football stadium. You'll see it's glass block windows facing the south. The following lots will be available for use. Please see the "Lay of the Land" map to orient yourself to the campus.

Do not park on the side of any road on campus and do not park in any places that are not marked as parking spaces. Follow all local signs, markings, and ordinances. Traffic regulations are strictly enforced by the Des Plaines Police Department. Cars that are not parked correctly will be ticketed and towed.

Handicap parking is available in each parking lot. The "Lay of the Land" map will show you our designated handicap routes on campus.

## CAMPUS INFORMATION

Please do not go into any areas of campus that are not part of the swim meet. Maine West hosts several groups and events and should not be bothered. All participants, spectators, and other personnel are subject to removal from campus if found in unauthorized areas.

**No Smoking is permitted on campus at any time.** You must leave campus by crossing the street if you need to smoke.

## WARM-UPS

Teams will be assigned lanes upon entering the meet (or just prior to if all numbers are in an accurate). All USA Swimming/ISI warm-up procedures will be enforced. When conducting starts, each team will ensure that their swimmers swim one way only. During general warm-up swimmers must enter the pool using a 3-point entry only. Coaches shall instruct their swimmers regarding safety guidelines and warm-up procedures as they apply to conduct at meets. Coaches shall be on deck during warm-ups and shall actively supervise their swimmers throughout the entire warm-up session. Backstrokers shall ensure they do not start at the same time as swimmers on the blocks. All swimmers, parents, and coaches are asked to review the warm up procedures attached in this packet.

### Illinois Swimming/USA Swimming Warm-Up Procedure

#### A. WARM-UP PROCEDURES

##### 1. General Warm-up

There will be assigned warm-up lanes for this meet.

#### B. SAFETY GUIDELINES

##### 1. Coaches Responsibilities

- a. Coaches shall instruct their swimmers regarding safety guidelines and warm-up procedures as they apply to conduct at meets and practices.
- b. Coaches shall actively supervise their swimmers throughout the warm-up session at meets and all practices.

##### 2. Host Team Responsibilities

- a. Marshaling
  - 1) A minimum of two (2) marshals, who report to and receive instructions from the Meet Referee, shall be on the deck during the warm-up session.
  - 2) Marshals shall be current members of USA Swimming.
  - 3) Marshals shall have the authority to remove from the deck, for the remainder of the warm-up session, any swimmer or coach who is in violation of safety or warm-up procedures.
- b. The host team shall provide signs for each lane at both ends of the pool, which indicate the designated use during warm-up.
- c. Warm-up times and lane assignments shall be published in the meet information and posted at several locations around the pool area. The following statement shall appear in the information: "Illinois Swimming, Inc. Safety Guidelines and Warm-up Procedures will be in affect at this meet."
- d. An announcer shall be on duty for the entire Warm-up session to announce lane and/or time changes and to assist with the conduct of the Warm-up.
- e. Hazards in locker rooms, on the deck area or in areas used by coaches, swimmers, spectators, or officials shall be removed or clearly marked.

##### 3. Miscellaneous:

- a. Backstrokers shall ensure that they are not starting at the same time as a swimmer on the blocks.
- b. Swimmers shall not jump or dive into the pool to stop another swimmer on a recalled start.
- c. Swimmers are required to exit the pool upon completion of their warm-up to allow other swimmers adequate warm-up time. The pool is not for visiting or playing during the warm-up session.
- d. Warm-up procedures shall be enforced for any breaks scheduled during the competition.
- e. The Referee may restrict use of bands, hand paddles, or fins during warm-up. The Referee shall have control over mitigation actions necessary to relieve situations deemed as dangerous or impairing the safety of other swimmers.



Hosted by the Des Plaines River Racers

December 3-4, 2011

**ORDER OF EVENTS**

Swimmers may swim a maximum of four (4) events per day.

SATURDAY EVENTS			SUNDAY EVENTS		
<b>Session 1: AM Session</b>			<b>Session 4: AM Session</b>		
Warmups Begin: 7am – Meet Begins 8am			Warmups Begin: 7am . . . Meet begins 8am		
1	10 & Under 100 IM	2	49	10 & U 50 Freestyle	50
3	8 & Under 25 Butterfly	4	51	8 & U 50 Freestyle	52
5	10 & Under 50 Butterfly	6	53	10 & U 50 Backstroke	54
7	8 & Under 50 Backstroke	8	55	8 & U 25 Backstroke	56
9	10 & Under 100 Backstroke	10	57	10 & U 100 Butterfly	58
11	8 & Under 25 Freestyle	12	59	8 & U 50 Butterfly	60
13	10 & Under 100 Freestyle	14	61	10 & U 200 IM	62
15	8 & Under 50 Breaststroke	16	63	8 & U 25 Breaststroke	64
17	10 & Under 100 Breaststroke	18	65	10 & U 50 Breaststroke	66
19	10 & Under 200 Free Relay	20	67	8 & U 200 Freestyle	68
21	8 & Under 100 Free Relay	22	69	10 & U 200 Freestyle	70
			71	10 & U 200 Medley Relay	72
			73	8 & U 100 Medley Relay	74
<b>Session 2: Saturday Distance</b>			<b>Session 5: Sunday Distance</b>		
Warmups Begin: No Earlier Than 10:30am			Warmups Begin: No Earlier Than 10:30am		
Session begins 30 minutes after warmups			Session begins 30 minutes after warmups		
23	1650 Freestyle	24	75	500 Freestyle	76
<b>Session 3: PM Session</b>			<b>Session 6: PM Session</b>		
Warmups Begin: Noon – Meet begins 1pm			Warmups Begin: Noon – Meet begins 1pm		
25	11-12 100 IM	26	77	11-12 100 Freestyle	78
27	Open 200 IM	28	79	Open 50 Freestyle	80
29	11-12 50 Freestyle	30	81	11-12 50 Butterfly	82
31	Open 100 Freestyle	32	83	Open 100 Butterfly	84
33	11-12 100 Butterfly	34	85	11-12 100 Backstroke	86
35	Open 200 Butterfly	36	87	Open 200 Backstroke	88
37	11-12 50 Backstroke	38	89	11-12 50 Breaststroke	90
39	Open 100 Backstroke	40	91	Open 100 Breaststroke	92
41	11-12 100 Breaststroke	42	93	11-12 200 Freestyle	94
43	Open 200 Breaststroke	44	95	Open 200 Freestyle	96
45	11-12 200 Free Relay	46	97	11-12 200 Medley Relay	98
47	Open 400 Free Relay	48	99	Open 400 Medley Relay	100





# Getting to Maine West High School

The Holly Jolly Meet will be held at the Maine West Pool located on the Maine West High School Campus in Des Plaines. Maine West is located on the southeast corner of Oakton Street and Wolf Rd at 1755 S. Wolf Rd – Des Plaines, IL 60018

### From the North:

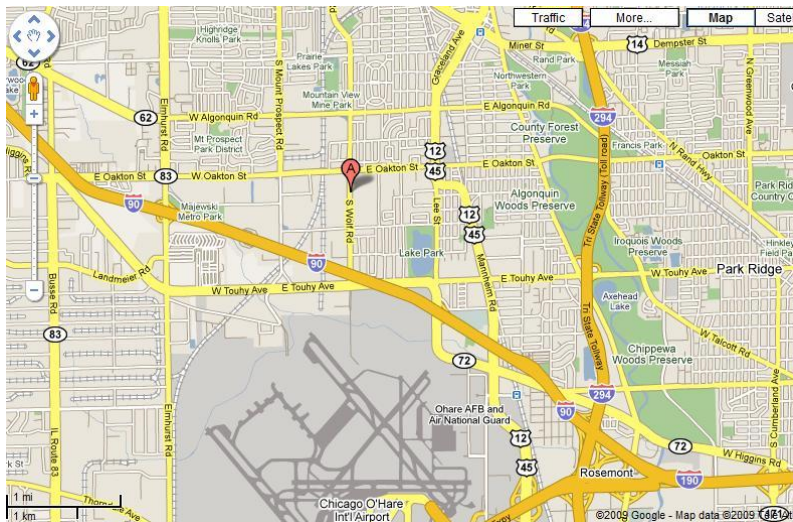
- Take I-294 Tri-State Tollway South towards O’Hare.
- Take the I-90 Tollway exit towards Rockford.
- Take Lee Street – Illinois 72 exit
- Turn right onto Lee Street/Illinois 72.
- Follow Illinois 72 (Becomes Touhy Ave).
- Turn right at Wolf Rd.
- Maine West will be on your right.

### From the West:

- Take I-90 east towards Chicago
- Take the Arlington Heights Road exit.
- Turn right onto Arlington Heights Road
- Turn left onto Higgins Road – Illinois 72.
- Follow Illinois 72 East, turns into Touhy Ave.
- Turn left at Wolf Rd.
- Maine West will be on your right.

### From the South:

- Take I-294 North to Touhy Ave. Exit Touhy Ave West.
- (Stay to the right as you go through the Touhy Ave Toll Plaza. No exit from the express lanes onto Touhy Ave).
- Travel west on Touhy Ave to Wolf Road
- Turn right onto Wolf Rd
- Maine West will be on your right.



### Campus Parking Instructions

Over 1,000 parking spaces exist on the Maine West Campus. The pool is located on the south side of the building, between the tennis courts and the football stadium. You’ll see it’s glass block windows facing the south. The following lots will be available for use.

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Handicap parking is available in each parking lot. The “Lay of the Land” map will show you our designated handicap routes on campus.

### Campus Information

Please do not go into any areas of campus that are not part of the swim meet. Maine West hosts several groups and events and should not be bothered. All participants, spectators, and other personnel are subject to removal from campus if found in unauthorized areas.



Des Plaines River Racers  
 Holly Jolly  
 Sunday, December 3-4, 2011  
 Sanction #: ILS11-1211

Team: \_\_\_\_\_  
 Code: \_\_\_\_\_  
 Contact #: \_\_\_\_\_

Age Group: \_\_\_\_\_

Boys / Girls

Name	Age	Event	Event	Event	Event	Event	Event	Event	Event
ID #									
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									

Relay Event #	Relay Event #	# Swimmers - ISI Srchrg.	_____ x	\$4.00 =	\$ _____
A	A	Total # Events	_____ x	\$3.00 =	\$ _____
B	B	Total # Relay Events	_____ x	\$7.00 =	\$ _____
C	C	Page Total	_____ x		\$ _____

Please make additional copies of this page as necessary.



# TEAM SUMMARY & RELEASE FORM

COMPLETE THIS FORM, MAIL, EMAIL OR RETURN ON THE DAY OF THE MEET:

HOLLY JOLLY SWIM MEET 2011

December 3-4, 2011 Sanction: ILS11-1211

EMAIL TO:

mtuntland@desplainesswimming.org

MAIL TO:

DES PLAINES RIVER RACERS SWIM TEAM - 1153 S. LEE STREET #215 - DES PLAINES, IL 60016

MIKE TUNTLAD – MEET DIRECTOR mtuntland@desplainesswimming.org

NAME OF CLUB OR UNATTACHED: \_\_\_\_\_ CLUB CODE: \_\_\_\_\_

COMPLETE MAILING ADDRESS: \_\_\_\_\_

TOWN STATE ZIP CODE \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

CONTACT PHONE #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

NAME(S) OF USA SWIMMING COACHES ATTENDING MEET: \_\_\_\_\_

\_\_\_\_\_

## FIGURE OUR YOUR FEES

Total Number of Individual Events	_____	X	\$3.00 per event	=	\$ _____
Total Relay Entries	_____	X	\$7.00 per relay	=	\$ _____
# of Swimmers (Surcharge)	_____	X	\$3.00 surcharge per athlete	=	\$ _____
			(\$2 ISI + \$1 Facility Surcharge)		
<i>Make Checks Payable to "Des Plaines Swimming"</i>			<b>Total Amount Enclosed</b>	=	\$ _____

In consideration of the acceptance of this entry, intending to be legally bound, I hereby consign, waive, and release any and all rights and claims for damages which may accrue against USA Swimming, Inc., Illinois Swimming, Inc., Des Plaines River Racers Swim Team, their representatives, employees, or successors, for any and all injuries suffered by me or any contestant or representative in said meet as a representative of my club.

The undersigned coach or team representative of all swimmers listed on this entry hereby certifies that all times stated on this entry form are true and correct. The undersigned further assumes responsibility for any false or incorrect times, and acknowledges that, in accordance with ISI and USA Swimming rules, a substantial fine will be paid to Illinois Swimming, Inc., for each time that is false, incorrect, or unacceptable.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

(USA SWIMMING COACH, CLUB REPRESENTATIVE, OR PARENT):

**This form must be on file with the Meet Director prior to the first athlete entering the water!**