

Zone 2 Officials Clinic

Swim Meet Beginning to End

Bid for the Meet

- Zone 2- Types of Meets

- ABC Time Standards
- XYZ Formats
- Special Types
 - Relay
 - Pentathlon
 - Distance

- Pacific Swimming

- Bid Process

Bid is Granted

- Prepare Meet Information Sheet
 - Follow Meet Requirements
 - USA Swimming
 - Pacific Swimming
 - Zone 2
 - Get Officials Assigned
 - Meet Referee/Head Starter
 - Meet Director

Setting Up the Meet

- Determine the events that are required to be in the meet.
- Determine the additional events to be added
- Decide on the order of the events.
- Age Group meets require that the meet must be planned at no more than 4 hours for 12 and under.
- Can you be creative? Yes!

Meet Information

- Use the Pacific Swimming website to get the information that is required by USA Swimming.
- Pacific Swimming requirements
 - Age Group
 - Senior
- Zone requirements
 - Format
 - Officials
 - Sanctioning issues

Approval of Sanction

- Meet Referee
- Zone Sanctions
- Pacific Swimming Committee Approval
- Then submit to Pacific Swimming Office
 - Sanction Application
 - Meet Information with approvals
- Receive Sanction number

What to do after Sanction

- Set up meet entries
 - Maybe Snail mail Hy-tek or SwimConnection
 - Swimconnection Meet Sanction-Swim Connection-Jan 2012.doc
- Submit for posting
 - Pacific Swimming Webmaster
 - Team Webmaster
 - May also notify Teams that you want to enter

Meet Posted

- Verify that Meet has been posted
- Verify SwimConnection has meet correctly
- Monitor entries
 - Once 4 hour rule met close meet
 - Each session may be closed separately

Meet is Closed

- Meet entries once collected
 - Send to Pacific Swimming Office Membership for Registration verification
 - Send to Pacific Swimming Times Verification to check times.
- Send Timeline and entries to Meet Referee and Officials Chair for Officials Requirements
- Notify times of Timing Requirements

Setting up the Meet

- Timing Equipment
 - Hire equipment operator
 - Rent Zone equipment
 - Who will run it?
 - Time provided equipment
 - Who will run it?
- Computer operation
 - Hire?
 - Team run (do you have the expertise?)
- Vendors at the meet?

Run the Meet

- Registration at check in
- Officials run the deck
- Team runs the venue
 - Hospitality
 - Snack bar
 - Life Guards
 - Any accident reports

Reporting

- Registration collected must be turned in right after the meet!!!!!!!!!!!!!!
- Results sent to Pacific Swimming Results.
 - Before they can be posted they will be checked to make sure all swimmers are registered.
- Meet Report
 - By Meet Referee
 - By Meet Director
 - Payment of fees

Questions?

