



## YMCA Sanctioned Swim Meet Requirements

A YMCA Sanctioned Meet is a celebration of the relationships, achievements and sense of belonging that are facilitated through competitive swimming in the YMCA community. It is part of the progression from local to regional meets, by which the individual YMCA team integrates their smaller team community within an expanded YMCA community of teams in a broader geographic area, prior to participating in the National Championships.

A YMCA sanction verifies that an invitational or championship meet operates under a common set of standards, thus ensuring the integrity of times achieved. These standards are also recognized by USA Swimming as sufficient to earn *USA Swimming Approved* meet status and thus, results be entered into the SWIMS database. *Please note: USA Swimming Approval is not automatic. Host teams must apply for USA Swimming approval and follow their LSC's procedures for doing so.*

There are two kinds of YMCA meets that may be sanctioned – championship meets and multi-team invitational meets. The purpose of a YMCA sanctioned championship meet is to satisfy one of the eligibility requirements for participation in YMCA Nationals. The purpose of a YMCA sanctioned invitational meet is to satisfy the requirements to earn *USA Swimming Approved* status and have the results be entered into the SWIMS database.

Below are the requirements for all sanctioned YMCA meets as well as requirements specific to each kind of meet.

### **Required Elements of YMCA Sanctioned Championship Meets**

*Each of these elements is included in the YMCA sanctioned championship meet information template, which must be used for the creation of the meet information. Once a sanction has been issued, the meet format and management may not be changed.*

- The meet must use the YMCA sanctioned championship meet information template.
- The meet is a closed YMCA meet.
- The meet and all participants adhere to the *Rules that Govern YMCA Competitive Sports*.
- The meet is conducted in accordance with USA Swimming Technical Rules.
- The meet is conducted by a minimum of four certified officials (more are strongly recommended wherever possible):
  - At least two of the officials must be certified YMCA Swim Officials; USA-S certified Swim Officials may fill the other deck positions.
  - One of the YMCA certified officials must be a certified YMCA Level II Official and serve as the meet referee
  - One of the officials must serve solely as the Administrative Official
- All YMCA coaches are required to maintain current CPR Pro, First Aid, Coaches Safety Training (Safety Training for Swim Coaches or Lifeguard with successful completion of the Safety Training for Swim Coaches online course) and Principles of YMCA Competitive Swimming and Diving certifications. These will be verified at the meet.
- All participating teams have completed the YMCA Team Registration for the current season.
- All participating coaches have completed the online YMCA coach registration for the current season.
- The executive director of each YMCA participating signs the declaration form acknowledging that all swimmers and coaches representing his/her YMCA satisfy the eligibility requirements.
- Must be the highest level championship meet for a given region, an end-of-season meet at a higher level for a given region, or a championship-style invitational that includes competitors from multiple regions and with a level of competition higher than that offered in their region.

- Offer at least 75% of the individual events and 60% of the relays offered in the YMCA National Championship Meet.
- Preliminaries/Finals format preferred.
- Have entry standards, preferably time standards.
- Team scores are kept.
- Require that for a period of 90 days prior to the first day of the meet all swimmers have both: been full privilege members of their YMCA and have represented only their YMCA in competition (with the exception of closed interscholastic competition).
- Following the meet, the meet results are sent to the regional representative and Tom Warrick.

### **Required Elements of YMCA Sanctioned Invitational Meets**

*Each of these elements is included in the YMCA sanctioned invitational meet information template, which must be used for the creation of the meet information. Once a sanction has been issued, the meet format and management may not be changed.*

- Must use the YMCA sanctioned invitational meet information template.
- The meet is a closed YMCA meet.
- The meet and all participants adhere to the *Rules that Govern YMCA Competitive Sports*.
- The meet is conducted in accordance with USA Swimming Technical Rules.
- The meet is conducted by a minimum of four certified officials (more are strongly recommended wherever possible):
  - At least two of the officials must be certified YMCA Swim Officials; USA-S certified Swim Officials may fill the other deck positions.
  - One of the YMCA certified officials must be a certified YMCA Level II Official and serve as the meet referee
  - One of the officials must serve solely as the Administrative Official
- All coaches are required to maintain current CPR Pro, First Aid, Coaches Safety Training (Safety Training for Swim Coaches or Lifeguard with successful completion of the Safety Training for Swim Coaches online course) and Principles of YMCA Competitive Swimming and Diving certifications. These will be verified at the meet.
- The executive director of each YMCA participating signs the declaration form acknowledging that all swimmers and coaches representing his/her YMCA satisfy the eligibility requirements.
- All participating teams have completed the YMCA Team Registration for the current season.
- All participating coaches have completed the online YMCA coach registration for the current season.
- Multi-team meet (3 or more teams). Dual meets are not eligible for a YMCA sanction.
- Offers at least 50% of the individual events and 40% of the relays offered in the YMCA National Championship Meet.
- Swimmers must have been full privilege members of the YMCA they represent for at least 30 days prior to the first day of the meet.
- Following the meet, the meet results are sent to the regional representative and Tom Warrick.

YMCA sanctioned meets are encouraged to include the participation of swimmers with disabilities who have gone through the classification process as defined by <http://www.teamusa.org/US-Paralympics/Sports/Swimming/Classification>. Meet qualifying time standards should be waived for classified swimmers who have met the other meet eligibility standards.

# **YMCA Sanctioned Swim Meet Requirements**

## **Expanded Explanations**

### **Purposes**

- In order to participate in YMCA Nationals, a swimmer must compete in a sanctioned YMCA championship meet during the current season.
- The requirements of a sanctioned meet – championship or invitational – reflect the requirements for the YMCA National Championship meets and therefore are the recommended standards for the conduct of all YMCA meets.
- The YMCA sanction standards ensure that minimum standards are met for USA Swimming Approval of the meet and inclusion of times into the SWIMS database. Please note that meet hosts must still apply for approval with their LSC, pay required fees and follow the procedures for such approval.

### **Meet Director Responsibilities**

- Submit sanction application with all supporting documents and payment no later than 60 days prior to the first day of the meet.
- Apply for USA Swimming Approval from LSC as early as possible, according to LSC deadlines and procedures.
- Ensure the meet is conducted in accordance with all sanction requirements (collaboratively with the meet referee and administrative official).
- Verify the team registration, coach registration and coach certifications (collaboratively with the regional representative) for all teams and coaches participating in the meet.
- Collect and save meet declaration forms.
- Send results (Meet Manager results file) and list of participating teams, coaches and officials to regional representative and national Y SWIMS database manager.
- Send results to LSC that issued the USA Swimming approval.

### **Meet Committee Responsibilities**

- Assist meet director in planning for an efficient, positive and supportive meet environment.
- Support meet director in execution of his or her responsibilities including recruitment of meet volunteers.
- Address eligibility issues and other potential violations of sanction requirements.

### **Meet Referee Responsibilities**

The Meet Referee is responsible for the conduct of the competition, including instructing and assigning the other officials, ruling on all protests made against the judgment calls of the officials, modifying the rules for swimmers with disabilities, etc.

Note that all meets require a dedicated Administrative Official. YMCA Level II officials have received training in the various duties of an Administrative Official, most specifically resolution of timing differences, so any YMCA Level II official can serve in that category, but not as both the Administrative Official and another deck position.

### **Meet Conduct and Administration**

It is expected that YMCA Sanctioned Championship Meets will obtain "Approved Meet" status from the appropriate USA-S LSC and enter the results into the USA-S SWIMS database.

# YMCA Sanctioned Championship Meet Declaration Form

(Return signed form to the meet director)

**Participating YMCA:** [YMCA\_NAME]

**YMCA Address:** [YMCA\_ADDRESS]

**Meet Name:** [MEET\_NAME]

**Meet Date(s):** [MEET\_START] - [MEET\_END]

**Meet Host:** [MEET\_HOST\_ORGANIZATION]

**Meet Location:** [MEET\_LOCATION]

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We the undersigned attest to the following:

**SWIMMERS** - All swimmers representing the YMCA above are full privilege members of the YMCA and meet all eligibility requirements.

**COACHES** - All coaches representing the YMCA above hold current certifications in CPR Pro, First Aid, Coaches Safety Training and Principles of YMCA Competitive Swimming and Diving and have completed the annual YMCA coach registration online.

**INSURANCE** - Our Association now has insurance coverage for representative(s) including leadership and participants who will be in attendance at the [MEET\_NAME] for the entire period of the meet. I hereby certify that YMCA has a minimum of \$1,000,000/\$2,000,000 in liability insurance that covers our coaches and swimmers during their participation in the [MEET\_NAME].

**RELEASE** - In consideration of your accepting this entry, I hereby, for myself, heirs, executor and administrators, waive and release any and all right and claim for damages I may have against the YMCA of the USA, [MEET\_HOST\_ORGANIZATION], their agents, representatives or assigns, and the [MEET\_LOCATION] for any and all injuries which may be suffered by participants at the [MEET\_NAME]. Furthermore we understand that the YMCA of the USA and [MEET\_HOST\_ORGANIZATION] are not responsible for any intended or unintended consequences related to removing an athlete from competition for a head injury. This includes, but is not limited to, any financial reimbursement associated with such removal.

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*Name and Signature of Head Coach*

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*Name and Signature of YMCA Executive Director or Designee*