



**CHRISTMAS CHAMPIONSHIPS 2016**  
**DECEMBER 2 – 4, 2016**

SPONSORED BY MARYLAND SUBURBAN SWIM CLUB

SANCTIONED BY USA SWIMMING THROUGH POTOMAC VALLEY SWIMMING Sanction # PVI-17-30

<b>MEET DIRECTOR:</b>	Susie Hehir-Keys 240-475-1309 <a href="mailto:entries@msscswimming.com">entries@msscswimming.com</a>
<b>MEET REFEREE:</b>	Lynne C. Gerlach 240-286-2319 <a href="mailto:gerlach@msscswimming.com">gerlach@msscswimming.com</a>
<b>OFFICIALS CONTACT:</b>	Hope Oehler 443-631-7958 <a href="mailto:qingwaa@yahoo.com">qingwaa@yahoo.com</a>
<b>MEET LOCATION:</b>	<a href="#">Fairland Aquatics Center</a> 13820 Old Gunpowder Road Laurel, Maryland 20707 301-362-6060 8 lanes, 25 yards; the water depth at both the starting and the turn end ranges from 5' to 6' at the shallow end course to 7' to 13' at the deep end course. The competition course has not been certified in accordance with USA Swimming Rules and Regulations Article 104.2.2(C).
<b>TIMING SYSTEM:</b>	Automatic timing (touchpads primary) will be used for this meet.
<b>NEW THIS YEAR</b>	In the spirit of the season and to give back to the sport of swimming, the host club will make a donation to the USA Swimming Foundation in the name of the team who achieves the high point score at this meet.
<b>IMPORTANT NOTE:</b>	This meet requires many volunteers. Coaches are responsible to ensure their volunteer requirements are fulfilled.
<b>SCHEDULE:</b>	<b>Friday - All Ages – Timed Finals:</b> Warm-up 4:30 – 5:20 PM, Events: 5:30 PM <b>Saturday and Sunday</b> <b>13 and Over – Prelims Sessions:</b> Warm-up: 6:30 – 7:30 AM Events: 7:40 AM <b>11-12 Year Olds – Prelims Sessions:</b> Warm-up: 10:30 – 11:20 AM, Events: 11:30 AM <b>10 and Under – Prelims Sessions:</b> Warm-up: 2:15 – 2:45 PM, Events: 2:50 PM

**Finals Sessions:**  
 Warm-up: 5:15 – 6:05 PM, Events: 6:15 PM  
**NOTE: The meet director reserves the right to manage the timeline by running Two courses simultaneously for Friday Timed Finals and Prelims sessions, by adjusting session times or combining the 10&U and 11-12 sessions. Positive check in may also be used.**

**ELIGIBILITY:** Open to invited USA Swimming clubs and registered athletes, however in order to comply with facility capacity limits, the M-NCPPC limits the number of swimmers and overall number of persons in their aquatic facilities for safety reasons. Entries will be accepted on a first come, first serve basis from last year’s (2015) teams. The Meet Director will endeavor to inform teams promptly when the meet has been fully subscribed. Once capacity per session is reached, no new entries can be accepted.

Please read Meet Announcement carefully for new information.

- Athletes shall compete at the age attained on the first day of the meet. An athlete may only compete in his or her own age division.

**RULES:**

- Current USA Swimming rules shall govern the meet.
- All Friday night events are Timed Finals, will be swum fast to slow and may require positive check in. The 500 freestyle, the 400 IM and the 1650 yard Mixed Freestyle will be combined events but broken out for scoring and awards purposes. Two courses may be used.
- Friday night session contains Distance events; **Swimmers are asked to provide their own timer for the 400 IM and a timer/counter if desired, for the 1650 Freestyle events.**
- Entries in the 400 IM, 500 Free and 1650 Free may need to be limited due to time constraints. If necessary entries will be limited based on verifiable proof of entry time, fast to slow and any athlete removed will be given the opportunity to enter another event in the meet as long as that entry does not create a new heat or exceed the entry limit per session.
- The fastest sixteen (16) 11-12, 13-14 and 15&Over swimmers from the preliminary events will advance to finals. The fastest eight (8) 10 and under swimmers from the preliminary events will advance to finals.
- There will be an “A” final and a “B” final. The “B” final will be swum first.
- 12 and Under events - 400 IM, 200 Butterfly, 200 Backstroke and 200 Breaststroke - will be timed final events.
- 8 and unders entered in Christmas Champs must have provable times.
- A contestant may enter no more than three (3) individual events per day and eight (8) events over the course of the meet.
- SEED TIMES SHOULD BE SUBMITTED AS SHORT COURSE YARDS ONLY.
- **“NT” entries will NOT be accepted.**
- **Minimum entry standards must be equal to or faster than in the following events (please include proof of time on the Meet Entry Report.)**

Girl’s Minimum Entry time	Event	Boy’s minimum Entry time
8:00.00 (10&U) 7:00.00 (11-12)	12&U 500 freestyle	8:00.00 (10&U) 7:00.00 (11-12)
5:45.00	13&Over 400 IM	5:45.00
21:30.00	13&Over 1650 Freestyle	21:30.00

	<p>Dive-over starts will at Preliminary and Distance sessions. Coaches are requested to review <a href="#">Guidance for Dive-Over Starts for Coaches</a>. Officials are requested to review <a href="#">Protocol for Dive-Over Starts</a>.</p> <p>In compliance with USA Swimming Rules and Regulations; the use of audio or visual recording devices, including a cell phone is not permitted in the changing areas, rest rooms or locker rooms. As per PVS policy; the use of equipment capable of taking pictures (i.e. cell phones, cameras, PDS's etc) are banned from behind the starting blocks during the entire meet, including warm up, competition and cool down periods.</p> <p>Changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited.</p> <p>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.</p> <p>The Meet Director and the PVS Technical Committee reserve the right to limit events, heats, swimmers or adjust the format to conform with the 4-hour provision for the 12 &amp; U sessions in Rule 205.3.1F.</p> <p><b>No on-deck USA-S registration will be permitted.</b></p>
<p><b>PVS Positive Check in Policy</b></p>	<p>For those events requiring positive check- in athletes shall indicate their intention to swim the event on the forms provided at the scratch table. Athletes who have not checked in by the specified time will be scratched from the event. Athletes who have checked in, have been seeded and fail to swim the event will be barred from their next scheduled individual event unless excused by the Referee. The Meet director reserves the right to positive check in some or all of the events besides those listed in order to manage the time line of the session.</p>
<p><b>"SCRATCH" POLICY</b></p>	<p>If you do not wish to swim in the Final, you may "scratch" from the event by following this procedure:</p> <ol style="list-style-type: none"> <li>1. You must fill out and sign a Finals Scratch Slip within 30 minutes of the announcement of qualifiers for "A" or "B" finals, if scheduled.</li> <li>2. You may declare intent to "scratch". You must fill out and sign a Finals Scratch Slip within 30 minutes of the announcement of qualifiers, marking the appropriate space for "intent". If you declare an "intent to scratch" and do not wish to swim finals, you must confirm your scratch on the Finals Scratch Slip within 30 minutes after the conclusion of your <b>last</b> preliminary event of the day or you will be automatically seeded into the event.</li> <li>3. If an athlete fails to properly scratch from an event and does not appear for the "Final" event, they "shall be barred from further competition of the remainder of the meet."</li> </ol>

<b>INCLUSION POLICY FOR SWIMMERS WITH A DISABILITY:</b>	PVS and host clubs along with their Meet Directors are committed to the <a href="#">Inclusion Policy as adopted by the BOD</a> . Athletes with a disability are welcomed and are asked to provide advance notice of desired accommodations to the Meet Director. The athlete (or the athlete’s coach) is also responsible for notifying the session referee of any disability prior to the competition.
<b>WARM-UP:</b>	The prescribed Potomac Valley Swimming warm-up procedures and safety policies for Open warm-ups will be followed. The Meet Director reserves the right to modify the warm-up times and structure, if necessary.
<b>AWARDS:</b>	Medals will be awarded to first – eighth place in the “A” final. “B” Final will be awarded Ribbons (places 9-16). Medals will be awarded to first – eighth place in the 10 and Under finals. All timed final events will be awarded medals first – eighth place. The 12 and Under 500 Freestyle will be broken into 10 and Under and 11-12 year olds for the purposes of first – eighth place medals. The 12 and Under 200 Backstroke, Breaststroke, Butterfly and 400 IM will be awarded medals for the first – eighth place finishers only, with a special prize for any 10 and unders who place in 9 <sup>th</sup> – 16 <sup>th</sup> place.
<b>SCORING:</b>	Individual Events: 20 17 16 15 14 13 12 11 9 7 6 5 4 3 2 1 Teams will be awarded no more than 2 sets of points for a single event.
<b>TIMERS:</b>	Participating clubs are required to provide timers in proportion to their entries, including Friday night 500 Free and 200 IM. Athletes entered in the 400 IM and 1650 Free should provide their own timer. One timer is required for each 25 entries. The Meet Director will determine the number of timers per club and lane assignments. Teams will be notified of their volunteer requirements prior to start of meet.
<b>OFFICIALS:</b>	All <b>certified</b> officials wishing to volunteer to work this meet please contact Hope Oehler at <a href="mailto:gingwaa@yahoo.com">gingwaa@yahoo.com</a> prior to Friday, November 27th. Please include your club affiliation, certifications held, and sessions you wish to work. Officials assigned to this meet should sign in at the Officials’ table at the start of warm-up. Certified officials, who have not been contacted, should volunteer their services to the Referee.
<b>SUPERVISION:</b>	Coaches are responsible for the conduct of their swimmers and for cleaning up their team areas. Due to limited deck space, <b>there will be no chairs on deck except for coaches</b> . Only athletes, USA Swimming certified coaches, and deck officials are permitted on the pool deck. Coaches & deck officials are required to display their 2016/17 USA Swimming card. <b>Parents not working the meet as a deck official, volunteer lane timer, or other meet position are not permitted on deck. Please cooperate with the meet marshals.</b>
<b>ADMISSION &amp; CONCESSIONS:</b>	There is no admission charge. The meet program will be sold \$12.00. The program will include coupons for a free program for the finals session. Working officials and coaches will receive a program. Concessions will be available for purchase. The Club hospitality table, located on the pool deck will be available to all coaches, officials and other meet volunteers. <b>Concessions for spectators will be available for purchase in the facility lobby, however in keeping with facility policy no food from the snack bar will be permitted on the pool deck with the exception of water/sports drinks.</b>
<b>FEES:</b>	Fees for individual events are \$8.50. There is a \$3.00 surcharge per athlete. Remit one check to cover the entry fees for the entire team. Do not send cash. Telephone entries will not be accepted. There will be no deck entries accepted at this meet.

<b>ENTRIES:</b>	<p>Club entries will be accepted by email by the deadline below. Submission of entries by email must include the following files: the Hy-Tek Commlink file, The Team Manager Meet Entry Report files (one by SWIMMER and one by EVENT) and an "<a href="#">Entry Cover Sheet</a>." In the <b>body</b> of your email provide entry number (girls, boys, totals) Include contact information (club name/site name if applicable, email, phone, officials contact. IMPORTANT: please include cell phone number for coach during prelims and finals in case a swimmer scratches into finals and needs to be notified.</p> <p>INDIVIDUAL OR UNATTACHED ENTRIES WILL ONLY BE ACCEPTED BY delivery to the address below and will not be accepted by e-mail, unless those swimmers are training with a club and that club is submitting their entries in the required above Hy-Tek format.</p> <p>Clubs submitting by email may submit entries to <a href="mailto:entries@msscswimming.com">entries@msscswimming.com</a>, in the subject heading type, CHRISTMAS CHAMPIONSHIPS 2016 - ***** with the club's initials substituted in place of the asterisks.</p> <p>Optional: Before preparing your entries, events for this meet can be downloaded and then imported into team manager. (download "<a href="#">?????.zip</a>" ) and then go to team manager/file/import/meet events to import events.</p> <p>Meet Directors are requested to acknowledge receipt by return e-mail within 48 hours. Clubs submitting entries that do NOT receive an acknowledgement should contact the Meet Director by other than e-mail to confirm receipt.</p> <p>The Meet Director reserves the right to limit events, heats, swimmers or adjust the format to conform to 4-hour provision for sessions that include 12 &amp; U events per Rule 205.3.1F. Meet Manager reserves the right to Positive Check-In all 200 yard events in the interest of manageable time lines. Meet Manager also reserves the right to adjust warm-up times for the 12 &amp; Under sessions.</p>
<b>WARNING:</b>	<p>Any Club that enters an unregistered athlete, falsifies an entry in any way, or permits an unregistered coach to represent them, will be fined the sum of \$100.00 and no further entries will be accepted from that Club until the said fine has been paid.</p>
<b>NOTES:</b>	<p>In granting this sanction it is understood and agreed that USA Swimming, Potomac Valley Swimming, Fairland Sports and Aquatics Complex and Maryland Suburban Swim Club shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.</p>
<b>DEADLINE:</b>	<p>The Meet Director must receive all entries for this meet</p> <p><b>NO LATER THAN TUESDAY, November 22, 2016</b></p> <p>Important: The above date is the deadline for clubs to submit their entries. Therefore, clubs usually set an earlier deadline to receive entries from their swimmers. Check with your club for this information. Entries will be accepted from invited teams, however once the capacity is reached no new entries will be accepted.</p>
<b>MAKE CHECKS PAYABLE TO:</b>	<p><b>MARYLAND SUBURBAN SWIM CLUB</b></p>
<b>SEND ENTRIES TO:</b>	<p>Maryland Suburban Swim Club P.O. Box 160</p>

Laurel, MD 20725  
 Attn: Lynne Gerlach

**FRIDAY, DECEMBER 2, 2016 - TIMED FINALS SESSION**  
**WARM-UP: 4:30 – 5:20 PM EVENTS: 5:30 PM**

<b>Girls Event #</b>	<b>TIMED FINALS SESSION ALL AGES – DISTANCE*</b>	<b>Boys Event #</b>
1(S)	12 and Under 500 YD Freestyle	2 (S)
3 (S)	13-14 500 YD Freestyle	4 (S)
5 (S)	15&Over 500 YD Freestyle	6 (S)
7	12 and Under 200 YD IM	8
9*	13 and Over 400 YD IM	10*
11/13*(T)	13&O Mixed 1650 YD Freestyle	12/14* (T)
<p>*swimmer must provide own timer/or counter            S – Times <b>slower</b> than 8:00.00 for 10&amp;U and 7:00.00 for 11-12 in the 500 Freestyle will not be entered            Times <b>slower</b> than 5:45.00 for the 400 IM will not be entered.            Times <b>slower</b> than 21:30.00 in the 1650 Freestyle will not be entered</p>		

**Morning 13&Over Prelims Session**  
**Saturday, December 3, 2016**  
**WARM-UP: 6:30 – 7:30 AM EVENTS: 7:40 AM**

<b>Girls Event #</b>	<b>13&amp;Over Events</b>	<b>Boys Event #</b>
19	15&Over 200 YD Freestyle	20

21	13-14 200 YD Freestyle	22
27	15&Over 100 YD Butterfly	28
29	13-14 100 YD Butterfly	30
37	15&Over 200 YD Breaststroke	38
39	13-14 200 YD Breaststroke	40
45	15&Over 200 YD Backstroke	46
47	13-14 200 YD Backstroke	48
53	15&Over 100 YD Freestyle	54
55	13-14 100 YD Freestyle	56

**Morning 13&Over Prelims Session**  
**Sunday, December 4, 2016**  
**WARM-UP: 6:30 – 7:30 AM EVENTS: 7:40 PM**

<b>Girls Event #</b>	<b>13&amp;Over Events</b>	<b>Boys Event #</b>
63	15&Over 200 YD IM	64
65	13-14 200 YD IM	66
73	15&Over 100 YD Backstroke	74
75	13-14 100 YD Backstroke	76
81	15&Over 200 YD Butterfly	82
83	13-14 200 YD Butterfly	84
89	15&Over 100 YD Breaststroke	90
91	13-14 100 YD Breaststroke	92
97	15&Over 50 YD Freestyle	98
99	13-14 50 YD Freestyle	100

**11-12 Year old Under Prelims Session**  
**Saturday, December 3, 2016**  
**WARM-UP: 10:30– 11:20 AM EVENTS: 11:30 AM**

<b>Girls Event #</b>	<b>Events</b>	<b>Boys Event #</b>
23	11-12 200 YD Freestyle	24

31	11-12 50 YD Butterfly	32
35*	12 and Under 400 YD IM	36*
41	11-12 100 YD Breaststroke	42
49	11-12 100 YD Backstroke	50
57	11-12 50 YD Freestyle	58
61*	12 and Under 200 YD Butterfly	62*
	*timed final	

**11-12 Year Old Prelims Session  
Sunday, December 4, 2016  
WARM-UP: 10:30 – 11:20 AM EVENTS: 11:30 AM**

<b>Girls Event #</b>	<b>Events</b>	<b>Boys Event #</b>
67*	12 and Under 200 YD Breaststroke	68*
69	11-12 100 YD IM 11-12	70
77	50 YD Backstroke	78
85	11-12 100 YD Butterfly	86
93	11-12 50 YD Breaststroke	94
101	11-12 100 YD Freestyle	102
105*	12&Under 200 YD Backstroke	106*
	*Timed final	

**10 and Under Prelims Session  
Saturday, December 3, 2016  
WARM-UP: 2:15 – 2:45 PM, Events 2:50 PM**

<b>Girls Event #</b>	<b>Events</b>	<b>Boys Event #</b>
25	10 and Under 200 YD Freestyle	26



33	10 and Under 50 YD Butterfly	34
43	10 and Under 100 YD Breaststroke	44
51	10 and Under 100 YD Backstroke	52
59	10 and Under 50 YD Freestyle	60

**10 and Under Prelims Session**  
**Sunday, December 4, 2016**  
**WARM-UP: 2:15 - 2:45 PM, Events 2:50 PM**

<b>Girls Event #</b>	<b>Events</b>	<b>Boys Event #</b>
71	10 and Under 100 YD IM	72
79	10 and Under 50 YD Backstroke	80
87	10 and Under 100 YD Butterfly	88
95	10 and Under 50 YD Breaststroke	96
103	10 and Under 100 YD Freestyle	104