

**2018**  
**Champlain Valley Swim League**  
**Championship Meet**

Friday, July 27, Sand Hill Pool, Town of Essex, VT  
Saturday, July 28, Sand Hill Pool, Town of Essex, VT  
Rain Date, Sunday, July 29

**All Coaches are responsible for the information in this meet packet and for informing your swimmers and families of meet venue information and team assignments which will be emailed after all team entries have been received. Please review carefully. Thank you.**

**MEET DIRECTORS:** Alison McNamara, Nicole Chance

**TEAM ASSIGNMENTS COORDINATORS:** alisonmcnamara@yahoo.com;  
nchance@middlebury.edu

**MEET REFEREE:** Jess Workman, jessworkman@comcast.net

**ENTRY CHAIRPERSON:** Suzanne Snider, [middmac@comcast.net](mailto:middmac@comcast.net)

**HOST SITE COORDINATORS:** [Peter Picard, 802-363-7595 Ppicard@ewsd.org](mailto:Peter.Picard@ewsd.org)

**SITE HOSTS:** July 27 Town of Essex Swim Team  
July 28 Town of Essex Swim Team

**MEET FORMAT:** The meet will be swum as timed finals. All sessions will be pre-seeded by computer after the received entries have been reviewed at the coaches' meeting on Monday, July 24, 2017. Heat sheets for each session shall be made available to coaches at the timing table during warm-ups, and placed in two areas around the pool, no less than one hour prior to the beginning of that session.

**SCRATCHES:** This meet will have no scratch procedures. Events will be run as the heat sheets indicate.

**AWARDS:** Nominations for the Al Cummings Award should be submitted as determined by the league and included on the entry cover sheet. The meet director will collect votes for MOST IMPROVED TEAM between Saturday AM and PM sessions. The team season traveling trophies for BEST RECORD and MOST IMPROVED will be announced and awarded between the AM and PM sessions on Saturday. The winner of the Al Cummings award and the Coaches Award will also be announced at this time. Trophies for the Championship team and runner-up team will be awarded at the end of the meet.

**VENUE:** The Sand Hill Pool in the Town of Essex is the venue for the 2018 CVSL Championship Meet. This pool is a 6 lane pool located at 208 Sand Hill Road, Essex, VT.

**DIRECTIONS TO POOL and PARKING: Swimmer drop off will be available at the pool. Parking will be available at the pool for the Friday session only. On Saturday, we will have paid parking available in the pool parking lot on a first come basis. Parking passes are \$10. You may pay by cash or check when you park. When the lot is full or if you choose to park for free, we will have parking at the Essex Middle School with shuttle service provided all day to and from the pool.**

The Sand Hill Pool is located at 208 Sand Hill Road and Essex Middle School is located at 60 Founders Rd (just up Sand Hill Rd. past the pool). From I-89 take the Rt. 15 exit. Take Rt. 15 towards Essex Junction, and continue East on Rt. 15. You will pass Macdonalds and the Essex Outlet Center. At the intersection after Price Chopper, Rt. 15 will bear right at the light (by the Essex Free Library). Sand Hill Road will be your first right and the park/pool is just after you turn onto Sand Hill Road. For free parking continue past the pool approximately ½ mile and Founders Rd. will be on your right. Turn up Founders Rd and drive all the way back for parking. There will be signage posted at Sand Hill and Founders Rd. If coming from Rt. 117 turn up Sand

Hill Rd, turn left at the stop sign to stay on Sand Hill Rd. and Founders Rd. will be on your left. The pool is approximately ½ mile past the school on your left.

Coaches, Officials and Handicap Parking: The pool parking lot is reserved for Handicapped individuals (must have a placard or handicap plates), Meet Directors, Host Site Staff, CVSL Board, Lifeguards, Referee and Certified Coaches and Officials who have been listed on the team entry form. There will be parking attendants at the lot.

### **Town of Essex Pool - Session 1, Friday evening**

During this session, being the least crowded session of the meet, swimmers will be allowed to congregate on deck and visit with the coaches. Bleachers will be available for spectators. Parents, not coaches, are to be responsible for their children between events.

**Note: The playground and playground equipment at the Sand Hill Park is not supervised and is used at your own risk. The playground is not part of the CVSL swim meet and is not to be used by swimmers or their families. Use of the playground and all playground equipment is at the participant's own risk as it is off limits to swimmers and their families. The CVSL and TEST will assume no liability for any injuries incurred on the playground during the meet.**

TEAM AREA: Teams may set up canopies/tents on the grassy area between the pool and the park pavilion. Tents can be set up beginning at 2.00pm on Friday 27<sup>th</sup> July and may remain up overnight at your own risk. We will have on site security Friday night.

### **Town of Essex Pool – Session II and III, Saturday**

Teams are not allowed to congregate on deck. Swimmers may briefly visit with their Coaches after their event but must promptly exit the pool deck to the designated team gathering location. On deck swimmer traffic will be tightly controlled. Parents and spectators will not be allowed to congregate on the pool deck. Only those with assigned deck functions will be allowed in the immediate pool deck area. Parents, not coaches, are to be responsible for the children between events and should be encouraged by teams not to send swimmers to their events until the event has been called.

**COURSE:** Short course yards (25 yds.)

**EVENTS AND SESSIONS:** See attached event list and accompanying Hy-tek event file for this year's Champlain Valley Swim League Championship meet.

#### Friday

Session 1: Warm-up starts at 3:00 PM

Competition commences at 4:00 PM

#### Saturday

Session 2: Ages 10 and Under

Warm up starts at 7:00 AM

Competition commences at 8:00 AM

Session 3: Ages 11 and Older

Three 20-minute warm up periods starting no earlier than 12:00 pm

Competition commences 1 hour after the start of warm-ups

Warm-up times and lane assignments will be emailed by the Tuesday prior to the meet. **Swimmers must have a Lifeguard or First Aid/CPR trained coach on deck during warm ups. Any coach NOT on the Meet Director's list of First Aid/CPR certified coaches OR having proof of**

**Lifeguard/CPR training will NOT be allowed on deck.** All coaches credential are to be submitted to the CVSL secretary prior to the meet. Diving will be allowed ONLY during sprints.

### **Sessions 1 & 3 Starts**

Swimmers in Sessions 1 & 3 may be asked to stay in the water until the next heat has been started, i.e. “hot starts”.

**ELIGIBILITY:** For swimmers to be considered eligible to represent their respective teams in the CVSL Championship Meet, they must:

- a. Be considered a member in good standing by the team that they represent.
- b. Have competed with the team with which they are entering the championships in at least two (2) CVSL dual meets during the current season (a tri-meet = two (2) dual meets).
- c. Have current, signed medical release form on file with their team.
- d. Must be no older than eighteen (18) years old on the first day of competition, unless “any graduating senior who turns nineteen (19) years old during the current swim season may petition the CVSL board to be allowed to swim” as voted at the 6-08-07 CVSL meeting. Approved petitioners must be emailed to the meet entry chair so that the exception is processed correctly in the meet database.

The eligibility of a participant for a particular age group shall be determined by his/her age on the first day of the meet. Swimmers may compete in only one age division per set of stroke events.

**FEES:** All teams participating in the CVSL League Championship meet must have met their league financial and clerical obligations including \$100 League team dues, \$100 League Meet ad fees, and Swimmer Roster fees paid to the CVSL treasurer by the early July deadline indicated on the fees statement that each team will be receiving separately. In addition, \$100 is due to CVSL from the team providing t-shirt concessions and \$250 from the team providing swimwear concession.

**ENTRY LIMITS:** A swimmer may be entered in up to five (5) events. The swimmer may be entered in 4 individual events and 1 relay or 3 individual events and 2 relays, but not more than 4 individual events for the entire Championship Meet. Any entries entered after these limits have been met will be deleted. No “relay only” swimmers. Swimmers may not be switched from individual events to relays or vice versa once entries are submitted and entry points determined. **Your communication with swimmers and families as to who will be attending the meet is key here. Teams must enter the number of relays they intend to have in each relay event (A, B, C etc.). But please minimize over-entering as this is a no scratch meet and excessive over-entering can result in delays and swimmers stepping into wrong heats due to empty lanes, which can affect the time attributed to each swimmer in that lane if this is not noticed by the timers. **Relay names are to be submitted at the coaches meeting held the Monday prior to the meet. Any changes to these relay names can be submitted up to 30 minutes prior to the published start time of a session using the relay check in sheets which will be available in the coaches files at the timing table and returning the form to the timing table. Please be clear which sibling you are putting in a relay so that the timing table does not have to find you or disqualify a relay because a swimmer appears to be over entered.****

**ENTRY POINTS:** Each individual event will count as one (1) entry point; each relay will count as four (4) entry points. No team shall enter more than 450 entry points. Entry Points increase from 320 to 450 was approved by vote at the April 2015 CVSL meeting.

**TEAM ENTRIES:** Entries must be received electronically no later than the deadline on the Meet Entry Cover Sheet. Electronically means via email attachment using the Hy-Tek Team Manager software currently in use by the League, which creates an **export entry file** that can be attached to the email and imported by the Entry Chair into the Meet Manager. A signed hardcopy of entries and completed Entry

Cover Sheet must also be received prior to the Coaches' Meeting. Detailed instructions for preparing the entries follow later in this document for those new to Hy-tek.

**Each team needs to:**

1. Print out a copy of its entries
2. Verify the entries and confirm entry limits have not been exceeded. The Hy-tek pops up a warning, while swimmers are being entered, if entry limits are being exceeded based on the entry limits set in the event file. **Check, double check and triple check** your entries to make sure that swimmers have not been forgotten and that swimmers are in the intended events (including intended age group as the Hy-tek will not flag if a swimmer has unintentionally been put in an aged-up event for this meet). **TM now creates a "Swimmers not entered in meet" listing under the meet "Reports" to help coaches make sure swimmers have not been missed. PLEASE use this tool as "forgotten swimmers" are one of the most common errors and sources of frustration for coaches, swimmers, and their families. Entered swimmers are also highlighted as they are placed in events. Swimmers who have not been entered by the deadline may be added based on the current Exhibition Entries guidelines document.**
3. Have **each page of the hardcopy initialed by the coach** (be sure that the entry file and print out that you send is from your final version and not one of your previous practice entry files.)
4. **Complete the Entry Cover Sheet**, including any coaches who meet the CVSL requirements to be on deck and your officials working each session. Coaches' ribbons will be distributed based on this information. This information is due before the day of the meet.
5. Attach **scanned copies** (preferred) of both documents in #3 & #4 to the entry file email by the entry deadline. The signed entry **MUST** match the entry on the electronic entry file; please print out your hard copy from the entry file that is submitted electronically. Send entries to Suzanne Snider, middmac@comcast.net. If you are unable to scan the documents, mail the initialed entry hardcopy and the Entry Cover Sheet at least 2 days prior to the entry deadline to arrive by the deadline.

It is up to the discretion of the entry chairperson, meet director, CVSL board or their designee to use either the signed hard copy OR a print out of electronic as the official entry if there is a discrepancy in entries between the 2 documents. Any obviously erroneous entries will be entered as NT at the discretion of the entry chairperson or their designee (i.e. the computer folks do not have time to track down all the coaches to fix problems...) and will not be changed. An entry confirmation file from the Meet Manager software will be emailed back to each coach for review once the entries have been imported into the meet. Only obvious errors that may have been missed will be fixed; coaches will not be allowed to switch swimmers to and from events at that point, including swimmers mistakenly entered in aged up events by the coach submitting entry. Please make sure all team coaches involved in preparing entries are aware of this. It is the coaches' responsibility, not the entry chairperson's, to check that all of their swimmers are entered in the correct events before submission.

**EXHIBITION ENTRIES:** This year CVSL again plans to implement an opportunity to submit exhibition entries after all the official entries have been received. **DO NOT SUBMIT EXHIBITION ENTRIES WITH YOUR OFFICIAL ENTRIES.** The roster zip file that your team submitted with your team fees must be up to date to facilitate entering your exhibition entries. Please see accompanying exhibition entries process with exhibition entry limit of 10 events per team. Entries not submitted by the deadline will be exhibition entries.

**ADDITIONAL TEAM SUBMISSIONS:**

**ADS and AL CUMMINGS AWARD** nominees  
**COACHES AWARD** nominees

**TEAM ADS FOR PROGRAM: Deadline for submitting ads for printing in the meet program is Monday, July 23rd. These ads must be received by the Meet Hosts, at the Coaches' Meeting, if not**

**before. Electronic submission of ads is preferred, and should be sent submitted as instructed by the Meet Directors.**

Teams may submit:

1. **Copy-ready advertisements** (up to 2 pages) that they wish published in the meet program. Failure to submit ads at this time may prevent their being included in the finished program due to printing time. Each team may submit up to two full 8.5x11 inch pages of advertisements. Each team **MUST** have already submitted their \$100 ad fee to the CVSL irrespective of whether they submit advertisements. The host site team may have as many advertisements as they wish and is exempt from submitting the \$100 advertisement fee.
2. A team nomination with bio for the **Allen Cummings Award**. Failure to submit a nomination for the AI Cummings Award at this time will result in no consideration for a late candidate. As stated in the League Handbook: “In memory of Allen Cummings and in recognition of his support for the sport of swimming, an award for most valuable supporter will be presented each year at the CVSL Championship Meet. Each team will be allowed to nominate an individual (non-coach) who, in the opinion of that team, has contributed significantly to the success of the CVSL. Nominations must be submitted along with the CVSL Championship Meet entry form. The nomination should include a short biography of the nominee and description of the activities of the individual in support of his/her nomination. Officers of the CVSL Board of Directors are not themselves eligible for the award, but will determine the winner from among the list of names submitted.”

If you have any questions about the data entry procedures or the Hy-Tek software, please call Suzanne Snider (388-0903) and we will try to get you squared away. For those not familiar with Hy-tek software, doing electronic entries for the Distance Meet and CVSL meet will prepare you for submitting entries for the VSA meet.

### **Data Entry Procedures**

The Hy-Tek Team Manager 7.0 software is menu driven and reasonably straight forward, but here is an overview of the process:

1. Download and [save the meet event zip file](#) to your computer to open using the Hy-tek.
2. [Open Team Manager](#). Under [File > Import > Meet Events](#). This will open up a window with a file list for the current directory. If the current directory is not the one where you copied the meet file that was emailed, [locate the file \(check in swmeets\)](#). The file [Meet Events - 2018 CVSL Championship Meet](#) should appear > [click](#). Select the file. The program will verify that the meet selected is the one you want to import and then [confirm](#) that it has imported the same number of events indicated on the attached events list. When the Team Manager main screen comes back up, click on [Meets](#) and [highlight the 2018 CVSL Championship Meet > Entries > choose entry method you prefer, by name or by event](#). You may want to review your entries using both ways as a double check. The entry limits are indicated under [Entries > Max Entries](#), which will prompt an over entry warning to flash on the screen when applicable while you are entering swimmer's events. [Please do not ignore these warnings](#). The program automatically saves your entries as you go along.
3. When you are finished entering your individual swimmers and relays make sure to: [Check Reports > Swimmers Not Entered in Meet](#). Please use this feature to avoid “forgotten swimmers.”
4. [Also check Reports > Entry Report > sort by Name](#). Choosing the sort by “name” and “individual and relays” filters on this screen will format an entry report easy to check for entry limits. It is

advisable to run two copies so you have one for your records. Review your hard copy again for entry errors. Check and initial each page and sign the bottom of the cover page before you send it. **For the Contact Person**, use the name of the person we should contact with questions about the entries. This person must be available to be reached by email the weekend that entries are due if there are any questions about your entries so that a psych sheet can be prepared for the coaches meeting. This is the information that will make up your official entry. Be sure it is correct before you save and send your entry file.

5. Go to File > Export > Meet Entries > zip the file > appropriate drive. Zipping the file will facilitate accurate import into the Meet Manager program used to run the meet. These entry files are also a backup in case the meet database crashes during the meet.
6. E-mail the electronic file by the entry deadline. Please also attach a signed completed entry cover page and an initialed entry report to the email. If unable to scan and send these documents as email attachments, mail them to be received by the day of the coaches meeting. Please send email entries to Suzanne Snider, [middmac@comcast.net](mailto:middmac@comcast.net).

**PLEASE MAKE A BACKUP COPY OF YOUR DATA BEFORE SUBMITTING YOUR ENTRIES.**

**TEAM WORK ASSIGNMENTS:** Each team's work assignments will be e-mailed by the Tuesday night before the meet, if not sooner, after the entries have been received. The team work assignments are based on the number of entries per team. Please submit the names of the parents who will be fulfilling these assignments to the Meet Director(s) by noon the day before the first day of the meet so that these names can be posted at the appropriate stations. Please encourage parents with some experience as timers to sign up for timing assignments as it can be confusing for parents who have not timed before.

**WARM- UP TIMES:** Warm up times will be e-mailed to coaches on Tuesday, July 24, 2016. These times are based on travel times and team roster size.

**COACHES' MEETING:** On **Monday, July 23rd, 2016, at 6:30 PM**, at **Williston Fire Dept.** Coaches will discuss the running of the meet with the referees and have a chance to verify their submitted entries and to correct any errors the computer folks might not have caught. At that point the coaches will NOT be allowed to make changes to entries such as moving swimmers into different events or scratching swimmers from individual events into relays and vice versa. At this meeting we will have an estimate for the start of Session 3, based on a preliminary time line. The voting will also take place for the Alan Cummings award and Coaches Award. There will be no Coaches meeting before either session of the meet itself unless there are meet updates to review.

**COACHES' CREDENTIALS:** At least 1 coach on deck per team at CVSL competitions must hold current certification in Lifeguarding. All other coaches on deck must have First Aid and CPR. **Copies of coaches' certifications must be on file with the League Secretary.** Coaches who are not current will not be permitted on deck.

**DECK ACCESS:** Only athletes, coaches, officials, and official meet staff are permitted on the pool deck.

**PHOTOGRAPHY/PHOTOGRAPHERS ON DECK (new):** Only professional photographers contracted by Champlain Valley Swim League or press photographers who have been approved in advance by the President of Champlain Valley Swim League are allowed on deck. Use of any audio or visual recording devices, including cell phones, is not permitted in restrooms, locker rooms, changing areas, behind the

starting blocks, from any other location that gives a view from behind the starting blocks including in any spectator area, and any other marked NO CAMERA ZONE. All NO CAMERA ZONES will be clearly designated. All approved photographers shall wear vests provided by the Champlain Valley Swim League at all times while on deck, shall abide by the Photographer Agreement, and shall not photograph or otherwise record any heats of swimmers that have been designated as NO PHOTOGRAPHY HEATS. Any violation of any provision of this paragraph or any provision of the Photographer Agreement shall result in revocation of approval of the photographer's presence on deck and the photographer shall be ejected from the deck for the remainder of the meet. Any questions or requests for approval to photograph on deck should be directed to CVSL's President.

**MISCELLANEOUS:** CVSL, Town of Essex, Town of Essex Swim Team, Town of Middlebury, Middlebury Swim Team or the meet volunteers assume no responsibility for lost or stolen property.

**RULES OF THE MEET:** All Championship competitions held under the authority of the Champlain Valley Swim League shall be governed by the current United States Swimming Rulebook except as noted in the CVSL handbook or specified in this packet.

If the swimmers choose to change their order in the freestyle relay there will be no penalty."

•101.1.3 (A) is changed to: "Any swimmer starting before the starting signal is given shall be disqualified if the Referee independently observes and confirms the Starter's observation that a violation occurred. Swimmers remaining on the starting blocks shall be relieved from their starting positions with the "stand up" command and may step off the blocks. Subsequently allowing the disqualified swimmer to compete in the event does not relieve them of the disqualification."

**OFFICIALS:** Certified and registered USA Swimming Officials will be used for the meet. This year, CVSL officials who have passed their Stroke and Turn test and completed their apprenticeship are also encouraged to assist in the meet. Officials' assignments will be determined by the meet referee at the Officials' meeting. Each team is requested to provide at least one Stroke and Turn official for each session. Officials to work in the morning session are especially encouraged. The official's meeting will be held ½ hour before each session, so please arrive before then to sign in and get oriented to the meet layout. Work assignments will then be determined during these meetings. Official's dress should be white shirt and navy shorts/pants/skirts.

**MEETINGS:** The following meetings will be held prior to the championship meet to inform participants of the administrative conduct of the meet. No rule changes may be made at these meetings.

1. A mandatory officials' meeting will be held prior to each of the three sessions. This meeting will be administered by the Meet Referee and will take place up to 1/2 hour before the meet starts.
2. A timers' meeting will be held 15 minutes before each session begins. All timers and any relief timers for that session need to attend. This meeting will be administered by the Meet Referee or a designee.
3. Lane Shepherds and Bullpen workers should report to the timing table 15 minutes before their session

**BULLPEN:** There will be a bullpen for Session 2 on Saturday morning. There will be no bullpen for the Friday night session or Saturday afternoon session. Swimmers are responsible for appearing at the blocks when their event is called. Volunteers will be manning the bullpen on Saturday morning to help

assure a smooth-running meet. [When possible, please consider parent experience in filling jobs similar to dual meets.](#)

**QUESTIONS ON POSTED TIMES:** It is the responsibility of the coaches to submit questions or concerns about posted times, in writing using forms provided at the timing table, as soon as possible within 30 minutes of posted time. Labels for awards will be printed after this time.

**SCORING:**

The individual events will be scored to 12 places:  
16-13-12-11-10-9-7-5-4-3-2-1

Relays will be scored to 12 places:  
32-26-24-22-20-18-14-10-8-6-4-2

**TEAM AWARDS:**

Team Champion (high point)

Team Runner-up (second highest)

Best Record Award (best season win: loss record traveling plaque)

Most Improved Trophy (referee polled voting by head coaches and designated representative during lunch)

**INDIVIDUAL AND RELAY AWARDS: 2018 changes**

1. Medals will be awarded to the top 3 finishers in individual events and the top 3 finishing relay teams in each relay event.
2. Ribbons will be awarded to 7th through 12th place for individual events, and 4th through 6th place in relay events.
3. Where two or more swimmers tie for any place, duplicate awards shall be given to each of the swimmers, and in such case, no award shall be given for the place or places immediately following the tied positions.
4. Each member of an award-winning relay team shall receive an identical award.
5. Heat winners will receive a heat winner ribbon.

**DON'T FORGET YOUR AL CUMMINGS AWARD and COACHES AWARD NOMINATIONS!!!**

**2018 Champlain Valley Swim League  
Championship Meet  
Events List**

**Session: 1 Friday Evening, July 27, 2017**

Warm-up starts at 3:00 PM for all events.  
Competition commences at 4:00 PM for all events.

<b>Round</b>	<b>Event</b>
Finals	1 Girls 18 & Under 100 Butterfly
Finals	2 Boys 18 & Under 100 Butterfly
Finals	3 Girls 8 & Under 100 IM
Finals	4 Boys 8 & Under 100 IM
Finals	5 Girls 10 & Under 100 IM
Finals	6 Boys 10 & Under 100 IM
Finals	7 Girls 12 & Under 100 IM
Finals	8 Boys 12 & Under 100 IM
Finals	9 Girls 14 & Under 100 IM
Finals	10 Boys 14 & Under 100 IM
Finals	11 Girls 18 & Under 100 IM
Finals	12 Boys 18 & Under 100 IM
Finals	13 Girls 12 & Under 200 Freestyle
Finals	14 Boys 12 & Under 200 Freestyle
Finals	15 Girls 14 & Under 200 Freestyle
Finals	16 Boys 14 & Under 200 Freestyle
Finals	17 Girls 18 & Under 200 Freestyle
Finals	18 Boys 18 & Under 200 Freestyle
Finals	19 Girls 18 & Under 100 Breaststroke
Finals	20 Boys 18 & Under 100 Breaststroke
Finals	21 Girls 18 & Under 100 Backstroke
Finals	22 Boys 18 & Under 100 Backstroke
Finals	23 Girls 18 & Under 200 IM
Finals	24 Boys 18 & Under 200 IM
Finals	25 Girls 12 & Under 100 Free
Finals	26 Boys 12 & Under 100 Free
Finals	27 Girls 14 & Under 100 Free
Finals	28 Boys 14 & Under 100 Free
Finals	29 Girls 18 & Under 100 Free
Finals	30 Boys 18 & Under 100 Free

**Session: 2 Saturday Morning, July 28, 2017**

Warm up starts at 7:00, 7:20, and 7:40 AM  
Competition commences at 8:00 AM

<b>Round</b>	<b>Event</b>
Finals	31 Girls 8 & Under 100 Medley Relay
Finals	32 Boys 8 & Under 100 Medley Relay
Finals	33 Girls 10 & Under 100 Medley Relay
Finals	34 Boys 10 & Under 100 Medley Relay
Finals	35 Girls 8 & Under 50 Freestyle
Finals	36 Boys 8 & Under 50 Freestyle
Finals	37 Girls 10 & Under 50 Freestyle
Finals	38 Boys 10 & Under 50 Freestyle
Finals	39 Girls 8 & Under 25 Butterfly
Finals	40 Boys 8 & Under 25 Butterfly
Finals	41 Girls 10 & Under 25 Butterfly
Finals	42 Boys 10 & Under 25 Butterfly
Finals	43 Girls 8 & Under 25 Backstroke
Finals	44 Boys 8 & Under 25 Backstroke
Finals	45 Girls 10 & Under 25 Backstroke
Finals	46 Boys 10 & Under 25 Backstroke
Finals	47 Girls 8 & Under 25 Breaststroke
Finals	48 Boys 8 & Under 25 Breaststroke
Finals	49 Girls 10 & Under 25 Breaststroke
Finals	50 Boys 10 & Under 25 Breaststroke
Finals	51 Girls 8 & Under 25 Freestyle
Finals	52 Boys 8 & Under 25 Freestyle
Finals	53 Girls 10 & Under 25 Freestyle
Finals	54 Boys 10 & Under 25 Freestyle
Finals	55 Girls 8 & Under 100 Freestyle Relay
Finals	56 Boys 8 & Under 100 Freestyle Relay
Finals	57 Girls 10 & Under 100 Freestyle Relay
Finals	58 Boys 10 & Under 100 Freestyle Relay

**Session: 3 Saturday Afternoon, July 28, 2017**

Three 20 minute warm up periods starting 1/2 hour after Session 2 finishes  
(Starting no earlier than 12 PM)

Competition commences 1 hour after the start of warm ups

<b>Round</b>	<b>Event</b>
Finals	59 Girls 12 & Under 200 Medley Relay
Finals	60 Boys 12 & Under 200 Medley Relay
Finals	61 Girls 14 & Under 200 Medley Relay
Finals	62 Boys 14 & Under 200 Medley Relay
Finals	63 Girls 18 & Under 200 Medley Relay
Finals	64 Boys 18 & Under 200 Medley Relay
Finals	65 Girls 12 & Under 50 Butterfly
Finals	66 Boys 12 & Under 50 Butterfly
Finals	67 Girls 14 & Under 50 Butterfly
Finals	68 Boys 14 & Under 50 Butterfly
Finals	69 Girls 18 & Under 50 Butterfly
Finals	70 Boys 18 & Under 50 Butterfly
Finals	71 Girls 12 & Under 50 Backstroke
Finals	72 Boys 12 & Under 50 Backstroke
Finals	73 Girls 14 & Under 50 Backstroke
Finals	74 Boys 14 & Under 50 Backstroke
Finals	75 Girls 18 & Under 50 Backstroke
Finals	76 Boys 18 & Under 50 Backstroke
Finals	77 Girls 12 & Under 50 Breaststroke
Finals	78 Boys 12 & Under 50 Breaststroke
Finals	79 Girls 14 & Under 50 Breaststroke
Finals	80 Boys 14 & Under 50 Breaststroke
Finals	81 Girls 18 & Under 50 Breaststroke
Finals	82 Boys 18 & Under 50 Breaststroke
Finals	83 Girls 12 & Under 50 Freestyle
Finals	84 Boys 12 & Under 50 Freestyle
Finals	85 Girls 14 & Under 50 Freestyle
Finals	86 Boys 14 & Under 50 Freestyle
Finals	87 Girls 18 & Under 50 Freestyle
Finals	88 Boys 18 & Under 50 Freestyle
Finals	89 Girls 12 & Under 200 Freestyle Relay
Finals	90 Boys 12 & Under 200 Freestyle Relay
Finals	91 Girls 14 & Under 200 Freestyle Relay
Finals	92 Boys 14 & Under 200 Freestyle Relay
Finals	93 Girls 18 & Under 200 Freestyle Relay
Finals	94 Boys 18 & Under 200 Freestyle Relay

**2018 Champlain Valley Swim League Championship**  
**Parent Information Page**  
(Please post for your team)

**VENUE:** Sand Hill Pool. The pool is located at 208 Sand Hill Rd., Essex, VT 05452.

**DIRECTIONS TO POOL and PARKING: Swimmer drop off will be available at the pool. Parking will be available at the pool for the Friday session only. On Saturday, we will have paid parking available in the pool parking lot on a first come basis. Parking passes are \$10. You may pay by cash or check when you park. When the lot is full or if you choose to park for free, we will have parking at the Essex Middle School with shuttle service provided all day to and from the pool.**

The Sand Hill Pool is located at 208 Sand Hill Road and Essex Middle School is located at 60 Founders Rd (just up Sand Hill Rd. past the pool). From I-89 take the Rt. 15 exit. Take Rt. 15 towards Essex Junction, and continue East on Rt. 15. You will pass Macdonalds and the Essex Outlet Center. At the intersection after Price Chopper, Rt. 15 will bear right at the light (by the Essex Free Library). Sand Hill Road will be your first right and the park/pool is just after you turn onto Sand Hill Road. For free parking continue past the pool approximately ½ mile and Founders Rd. will be on your right. Turn up Founders Rd and drive all the way back for parking. There will be signage posted at Sand Hill and Founders Rd. If coming from Rt. 117 turn up Sand Hill Rd, turn left at the stop sign to stay on Sand Hill Rd. and Founders Rd. will be on your left. The pool is approximately ½ mile past the school on your left.

**Coaches, Officials and Handicap Parking:** The pool parking lot is reserved for Handicapped individuals (must have a placard or handicap plates), Meet Directors, Host Site Staff, CVSL Board, Lifeguards, Referee and Certified Coaches and Officials who have been listed on the team entry form. There will be parking attendants at the lot.

**Session 1, Friday evening**

During this session, being the least crowded session of the meet, swimmers will be allowed to congregate on deck and visit with the coaches. Bleachers will be available but spectators can also bring chairs. Parents, not coaches, are to be responsible for their children between events.

**TEAM AREA:** Teams may set up canopies/tents on grass between the snack bar and the pool. There will be portable toilets available in this area however, swimmers may use the pool house facilities for Friday evening only. There is a handicap restroom with an outside entrance at the pool house that may be used by spectators. There will also be gender specific change rooms in the tennis courts for Saturday. Tents may be set up Friday and left overnight as we will have security on site Friday evening, however we can not bear responsibility for any damage that may occur.

***Note: The playground and playground equipment the Sand Hill Park in not supervised and is used at your own risk. The playground is not part of the CVSL swim meet and is not to be used by swimmers or their families. The CVSL and the Town of Essex Swim Team will assume no liability for any injuries incurred on the playground during the meet.***

**Deck Access:** Only athletes, coaches, officials, and official meet staff are permitted on the pool deck.

**Photography:** No cell phones, cameras, tablets, or photo taking devices will be used or permitted to be used on the pool deck during the meet.

**Personal Property:** CVSL, the Town of Essex, Town of Essex Swim Team, the Town of Middlebury, the Middlebury Swim Team, or the meet volunteers assume no responsibility for lost or stolen property.

**Bathroom facilities:** Port-o-lets will be located near the team area, and the bullpen. There is a handicap accessible bathroom with an outdoor entrance at the pool house. The restrooms located in the pool house are for on-deck personnel only.

**Food Concessions:** Will be provided by the Host Site team both Friday and Saturday starting with breakfast. Items such as breakfast sandwiches, bagels, fruit, Speeder and Earl's coffee, hamburgers, hot dogs, pizza, pasta salads, snacks, drinks and smoothies will be available throughout all sessions.

**Swimwear and Accessories:** Will be provided for sale during the meet.

**CVSL Meet Water Bottles** will be available for sale during the meet for \$5.

**Spectator seating:** Spectator bleacher seating will be available to view events. Parents are encouraged to bring their own chairs. This area has limited seating so parents are asked to view their child's event and then make room for other families between their child's events. There will be a raffle during both sessions for premium poolside seating with deck chairs, table and umbrella.

**2018 CHAMPLAIN VALLEY SWIM LEAGUE  
CHAMPIONSHIP MEET  
ENTRY COVER SHEET**

July 27 and 28 Sandhill Pool, Town of Essex, VT

TEAM NAME \_\_\_\_\_ TEAM CODE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ ZIP \_\_\_\_\_  
CONTACT PERSON \_\_\_\_\_ PHONE \_\_\_\_\_  
EMAIL \_\_\_\_\_ FAX \_\_\_\_\_  
HEAD COACH \_\_\_\_\_ PHONE \_\_\_\_\_  
EMAIL \_\_\_\_\_

ALL COACHES WHO WILL BE ON DECK ARE REQUIRED TO LIST COACHES' CERTIFICATION DATES: (At least 1 coach on deck from each team must have current lifeguarding and CPR certifications and all other coaches must have current First Aid and CPR copies on file with the CVSL secretary).

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**ENTRIES:**

**ENTRY POINTS**

_____ FEMALE EVENTS AT 1 POINT EA.	_____
_____ MALE EVENTS AT 1 POINT EA.	_____
_____ FEMALE RELAY EVENTS AT 4 PTS	_____
_____ MALE RELAY EVENTS AT 4 PTS	_____
_____ TOTAL EVENTS	_____ TOTAL ENTRY PTS _____ (max 450 pts)

Al Cummings Award Nominee (attach nomination): \_\_\_\_\_ Team \_\_\_\_\_

ALL ENTRIES, EXCEPT FOR SWIMMERS COMPLETING THE 2<sup>ND</sup> MEET REQUIREMENT AT MEETS RESCHEDULED FOR WEEK OF JULY 23, MUST BE RECEIVED BY 2400 ON SATURDAY, JULY 21. All team rosters (printed hardcopy and CVSL invoice), including updates, and any fees due to CVSL must have been received by CVSL treasurer before your team entries will be finalized – see previously emailed invoice.

**COACHES MEETING:** MONDAY, JULY 23 at 6:30 PM @ the Williston Fire Dept. ATTENDANCE IS **MANDATORY!**

ALL ADS MUST BE SUBMITTED AT or BEFORE THE COACHES' MEETING. PSYCH SHEETS WILL BE DISTRIBUTED AT THE MEETING if all entry issues have been clarified.

**THIS COMPLETED COVER SHEET IS TO BE RECEIVED BY THE ENTRY CHAIR BY THE ENTRY DEADLINE SO THAT FINAL TEAM ASSIGNMENT ADJUSTMENTS CAN BE MADE. A SCANNED COPY ATTACHED TO THE ENTRY FILE EMAIL IS PREFERRED.**

ANY SWIMMER WHOSE ENTRY IS ACCEPTED WILL, FOR HIM/HERSELF, HIS HEIRS, EXECUTORS, AND ADMINISTRATORS, WAIVE AND RELEASE ANY AND ALL RIGHTS AND CLAIMS FOR DAMAGES HE/SHE MAY HAVE AGAINST CHAMPLAIN VALLEY SWIM LEAGUE (CVSL), CVSL BOARD MEMBERS AND VOLUNTEERS, TOWN OF ESSEX SWIM TEAM, TOWN OF ESSEX, TOWN OF MIDDLEBURY, MIDDLEBURY SWIM TEAM FOR ANY AND ALL INJURIES SUFFERED BY HIM/HER AT SAID SWIM MEET.

AUTHORIZED CLUB SIGNATURE \_\_\_\_\_ Position \_\_\_\_\_

NAMES OF CERTIFIED OFFICIALS WISHING TO HELP: **at least 1 per session.** Please indicate which officials are USS certified.

FRI \_\_\_\_\_ SAT A.M. \_\_\_\_\_ SAT P.M. \_\_\_\_\_  
\_\_\_\_\_

Accurate listing above of coaches and officials assists in planning for meal tickets, printing enough heat sheets, planning for officials' assignments, etc.