



**Integrity, Inclusion, Education, Excellence**

**Life Time Michigan & Royal Swimming Winter Fest**

**Hosted By: Life Swim Team Michigan & Royal Swimming**

**January 11 - 12<sup>th</sup>, 2025**

### **Sanction**

This meet is sanctioned by Michigan Swimming, Inc. (MS), as a timed final meet on behalf of USA Swimming (USA-S), Sanction Number **MI2425068**. In granting this sanction it is understood and agreed that USA Swimming, Inc. and Michigan Swimming, Inc. shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. MS rules, safety, and warm up procedures will govern the meet as if fully set forth in these meet rules.

### **Minor Athlete Abuse Prevention Policy Acknowledgement**

All applicable adults participating in or associated with this meet acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy ("MAAPP"), and that they understand that compliance with the MAAPP policy is a condition of participation in the conduct of this competition. There will be at least two safety marshals at this competition, with at least one of each gender.

### **Location**

Troy High School  
4777 Parkway Blvd  
Troy, MI 48098

### **Times**

| <b>Session</b> | <b>Day</b> | <b>Age Group</b>  | <b>Warm-up</b>   | <b>Check-in Closes</b> | <b>Start Time</b>   |
|----------------|------------|-------------------|--|------------------------|---|
| 1              | Saturday   | 12 & Under & Open | 12:00 pm   | 12:15 pm               | 1:00 pm   |
| 2              | Saturday   | 12 & Under & Open | 15 Minutes After the Conclusion of the Afternoon Session but | 3:00 pm                | 20 Minutes after the start of the warm up session, but not before 3:20 pm |

|   |        |                      |                       |          |         |
|---|--------|----------------------|-----------------------|----------|---------|
|   |        |                      | not before<br>3:00 pm |          |         |
| 3 | Sunday | 12 & Under &<br>Open | 12:00 pm              | 12:15 pm | 1:00 pm |

## Facilities

Troy High School, is an 6 lane pool with a supervised diving well for warm up and warm down. Depth at start is 8'1 and 4' at turn. Permanent starting blocks and non-turbulent lane markers will be used. Superior Swim Timing with an 6 lane display will be used.

**Course Certification** - The competition course has not been certified in accordance with 104.2.2C(4)

## Meet Format

Short Course Yards (SCY), timed final meet.

## Eligibility

All athletes and clubs registered with Michigan Swimming or another USA Swimming LSC are eligible to participate in this meet.

## Entry Procedures

Entries may be submitted to the Administrative Official for the relevant facility as of December 16<sup>h</sup>, 2024 @ 9:00 am. The Administrative Official for the relevant facility must receive all entries no later than January 3rd, 2025 @ 8:00 pm. Entries must include correct swimmer name (as registered with USA/MS Swimming), age and USA number. All individual entries should be submitted via electronic mail to the relevant Administrative Official at the e-mail address listed in the last section of this meet information packet.

## Entry Acceptance and Processing

Entries will be accepted and processed on a first come, first served basis in the order in which they are received after the entry open date listed above.

## Individual Entry Limits

Max events are as follows per session: Saturday PM (5), Saturday 1000 (1), Sunday AM (5). The host club reserves the right to limit heats of events 200 and longer to meet the timeline.

## Entry Fees

**\$5.00** per individual event, **\$8.00** for the 1000 Free. Make checks payable to **Life Time Fitness**. MS rules regarding non-electronic entries apply.

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<sup>1</sup> Depth at Start must meet State of Michigan requirements.

## **Surcharges**

A \$1.00 per athlete Michigan Swimming athlete surcharge applies. A \$10.00 facility surcharge per athlete applies.

## **Refunds**

Once a team or individual entry has been received and processed by the Administrative Official there are no refunds in full or in part unless the "over qualification exception" applies (see MS Rules).

## **Entry Payments**

Checks should be sent via U.S. mail or nationally recognized overnight courier to:

**LifeTime Michigan Swim Team c/o Michael Kavanaugh  
2640 Canoe Circle Dr  
Lake Orion, MI 48360  
A.O. Email: mkavanaugh@lt.life**

## **Check In**

Check-in will be required. Check in will close 15 minutes after the start of warm up for each session. Check in sheets will be posted near the doors to the entrance 30 minutes prior to warm up start.

## **Marshaling**

Swimmers will be responsible for reporting to the marshaling area when their event is called.

## **Seeding**

Seeding will be done after check in closes. Swimmers who fail to check in for an event will be scratched from that event. All events are timed finals and will be seeded slowest to fastest.

**Deck Entries:** Deck entries will be allowed at the discretion of the meet director and meet referee and as long as the timeline is met. Deck entries will be \$7.50 per event.

## **Meet Programs/Admissions**

Admission is \$5 for all individuals over the age of 11. Heat sheets will be available for \$3.

## **Scoring**

No scoring will be kept.

## **Awards**

Awards will be provided for 12 & Under events. Ribbons will be provided 1<sup>st</sup> – 8<sup>th</sup> place for the following age groups:

**Girls/Boys - 8 & under**

**Girls/Boys 9/10**

**Girls/Boys 11/12**

**Awards will not be offered for age 13 & older.**

### **Results**

Complete Official meet results will be posted on the Michigan Swimming Website at <http://www.miswim.org/>. Unofficial results will also be available on flash drive (HY-TEK Team Manager result file) upon request. Teams must provide their own flash drive.

### **Concessions**

No concessions will be available. No food or beverage will be allowed on the deck of the pool, in the locker rooms or in the spectator areas

### **Lost and Found**

Articles may be turned in/picked up at **the Pool Aquatic Office**. Articles not picked up by the end of the meet will be retained by the Meet Director or a representative for at least 14 days (any longer period shall be in the sole discretion of the Meet Director).

### **Swimming Safety**

Michigan Swimming warm up rules will be followed. To protect all swimmers during warm-ups, swimmers are required to enter the pool feet first at all times except when sprint lanes have been designated. No jumping or diving. The same rules will apply with respect to the warm-down pool and diving well. Penalties for violating these rules will be in the sole discretion of the Meet Referee which may include ejection from the meet.

### **Racing Start Certification**

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 without the use of the backstroke ledge. 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.

### **Deck Personnel/Locker Rooms/Credentialing**

Only registered and current coaches, athletes, officials and meet personnel are allowed on the deck or in locker rooms. Access to the pool deck may only be granted to any other individual in the event of emergency through approval by the Meet Director or the Meet Referee. The Michigan Swimming Board of Directors, Officials Chairs of MS, and the Michigan Swimming Office staff are authorized deck personnel at all MS meets. Personal assistants/helpers of athletes with a disability shall be permitted when requested by an athlete with a disability or a coach of an athlete with a disability.

All individuals seeking access to the pool deck must show a valid digital USA Swimming membership card reflecting good standing in order to receive a deck credential. The credential must be displayed at all times during the meet and will include the host team name as well as the function of the individual being granted access to the pool deck (Coach, Official, Timer, or Meet Personnel). In order to obtain a credential, Coaches and Officials must be current in all certifications through the final date of the meet. Meet personnel must return the credential at the conclusion of working each day and be reissued a credential daily.

All access points to the pool deck and locker rooms will either be secured or staffed by a meet worker checking credentials throughout the duration of the meet.

### **Swimmers with Disabilities**

All swimmers are encouraged to participate. If any of your swimmers have special needs or requests, please indicate them on the entry form and with the Clerk of Course and/or the Meet Referee during warm ups.

### **First Aid**

Supplies will be kept with the facility lifeguards.

### **Medical Supervision**

Troy High School will have lifeguards available at both the competition and warm-up/down pools.

### **Facility Items –**

- (A) No smoking is allowed in the building or on the grounds of any facility listed above.
- (B) Pursuant to applicable Michigan law, no glass will be allowed on the deck of the pool or in the locker rooms.
- (C) No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions.
- (D) An Emergency Action Plan has been submitted by the Host Club to the Safety Chair and the Program Operations Chair of Michigan Swimming prior to sanction of this meet and is available for review and inspection at Troy High School.
- (E) To comply with USA Swimming privacy and security policy, the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- (F) Deck changing, in whole or in part, into or out of a swimsuit when wearing just one suit in an area other than a permanent or temporary locker room, bathroom, changing room or other space designated for changing purposes is **prohibited**.
- (G) Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present.

### **General Information and Errors/Omissions**

Any errors or omissions in the program will be documented and signed by the Meet Referee and available for review at the Clerk of Course for Coaches review. Information will also be covered at the Coaches' Meeting.

### **Meet Personnel**

Meet Director – John Sivits [jsivits@lt.life](mailto:jsivits@lt.life) & Stephen Smith [CoachStephen@royalswimming.org](mailto:CoachStephen@royalswimming.org)

Meet Referee – Rong Qu/[qurong\\_ustb@hotmail.com](mailto:qurong_ustb@hotmail.com)

Safety Marshal – Tim Hickey [CoachTim@royalswimming.org](mailto:CoachTim@royalswimming.org)

Administrative Official – Mike Kavanaugh/ [MKavanaugh@lt.life](mailto:MKavanaugh@lt.life)

**SCHEDULE OF EVENTS**  
**Sanction MI2425068:**

| <b>SATURDAY PM</b>           |                                 |      |
|------------------------------|---------------------------------|------|
| Girls                        | Event                           | Boys |
| 1                            | Mixed 12 & Under 200 Butterfly  | 1    |
| 2                            | Mixed Open 200 Butterfly        | 2    |
| 3                            | 8 & Under 25 Butterfly          | 4    |
| 5                            | 12 & Under 50 Backstroke        | 6    |
| 7                            | 12 & Under 100 Backstroke       | 8    |
| 9                            | Open 100 Backstroke             | 10   |
| 11                           | 12 & Under 200 IM               | 12   |
| 13                           | Open 200 IM                     | 14   |
| 15                           | 12 & Under 50 Freestyle         | 16   |
| 17                           | Open 50 Freestyle               | 18   |
| 19                           | 12 & Under 100 Freestyle        | 20   |
| 21                           | Open 100 Freestyle              | 22   |
| 23                           | 12 & Under 50 Breaststroke      | 24   |
| 25                           | 12 & Under 100 Breaststroke     | 26   |
| 27                           | Open 100 Breaststroke           | 28   |
| 29                           | 8 & Under 25 Backstroke         | 30   |
| 31                           | Mixed 12 & Under 200 Backstroke | 31   |
| 32                           | Mixed Open 200 Backstroke       | 32   |
| 33                           | 12 & Under 50 Butterfly         | 34   |
| 35                           | Mixed 12 & Under 400 IM         | 35   |
| 36                           | Mixed Open 400 IM               | 36   |
| 37                           | Mixed 12 & Under 200 Freestyle  | 37   |
| 38                           | Mixed Open 200 Freestyle        | 38   |
| 39                           | 12 & Under 100 IM               | 40   |
| 41                           | Open 100 IM                     | 42   |
| <b>SATURDAY 1000 SESSION</b> |                                 |      |
| 43                           | Mixed Open 1000 Free            | 43   |
| <b>SUNDAY PM</b>             |                                 |      |

| Girls | Event                             | Boys |
|-------|-----------------------------------|------|
| 44    | 12 & Under 200 IM                 | 45   |
| 46    | Open 200 IM                       | 47   |
| 48    | Mixed 12 & Under 500 Free         | 48   |
| 49    | Mixed Open 500 Free               | 49   |
| 50    | 12 & Under 100 Free               | 51   |
| 52    | Open Under 100 Free               | 53   |
| 54    | Mixed 12 & Under 400 IM           | 54   |
| 55    | Mixed Open 400 IM                 | 55   |
| 56    | 12 & Under 100 Backstroke         | 57   |
| 58    | Open 100 Backstroke               | 59   |
| 60    | 12 & Under 50 Backstroke          | 61   |
| 62    | 12 & Under 50 Breaststroke        | 63   |
| 64    | 12 & Under 50 Fly                 | 65   |
| 66    | Mixed 12 & Under 200 Free         | 66   |
| 67    | Mixed Open 200 Free               | 67   |
| 68    | 8 & Under 25 Free                 | 69   |
| 70    | 12 & Under 100 IM                 | 71   |
| 72    | Open 100 IM                       | 73   |
| 74    | 8 & Under 25 Breaststroke         | 75   |
| 76    | 12 & Under 100 Fly                | 77   |
| 78    | Open 100 Fly                      | 79   |
| 80    | 12 & Under 50 Free                | 81   |
| 82    | Open 50 Free                      | 83   |
| 84    | Mixed 12 & Under 200 Breaststroke | 84   |
| 85    | Mixed Open 200 Breaststroke       | 85   |
| 86    | Mixed 12 & Under 200 Back         | 86   |
| 87    | Mixed Open 200 Back               | 87   |
| 88    | 12 & Under 100 Breast             | 89   |
| 90    | Open 100 Breast                   | 91   |