

**NPDSC  
2008 City Championship  
Pre-Meet  
Information Packet**

Neuqua Valley High School  
Friday, July 25, 2008 (Session Friday)  
Saturday, July 26, 2008 (Sessions A, B, C, D)

**1    Table of Contents**

1	Table of Contents .....	2
2	SPECTATOR AREA RULES:.....	3
3	Warmup Lane Assignments (Friday) TENTATIVE.....	3
4	Warmup Lane Assignments (Saturday) - TENTATIVE.....	4
5	Teams .....	5
6	Meet Hosts.....	5
7	Site.....	5
8	Parking.....	5
9	Dates.....	5
10	Meet Referee .....	5
11	Meet Directors .....	5
12	Method of Entry.....	5
13	Scratch Procedure .....	5
14	Entries Due .....	6
15	Eligibility Rules .....	6
16	Age-Up Date.....	6
17	Meet Workers .....	6
17.1	Guidelines .....	6
17.2	Job Requirements.....	6
18	Awards.....	6
19	Post Meet Events .....	6
20	Worker Sign-In Procedures .....	6
21	Session Schedule .....	7
22	Worker Reporting Areas.....	8
23	Event Order .....	8
24	Facility.....	8
25	Time Recording .....	8
26	Meet Rules.....	9
27	Warm-Up Designation.....	9
28	Results .....	9
29	Admission and Heat Sheets .....	9
30	Concessions .....	9
31	Safety Requirements .....	9
32	Miscellaneous .....	10
32.1	<i>Marshalling</i> .....	10
32.2	Meet Packet .....	10
32.3	Warm Up Designation Sheet .....	10
32.4	Cool Down Pool .....	10
33	Team Areas.....	10
34	General Notes .....	10
35	Spectator Area .....	10
36	Practice Schedule.....	11
37	Life Guard Schedule.....	12

**2 SPECTATOR AREA RULES:**

**Spectator Rules for City Championship Meet.**

- 1. No saving of seats.**
- 2. No swimmers or swimming gear in stands.**
- 3. No bringing blankets or towels into stands.**
- 4. No strollers.**
- 5. No folding chairs allowed.**

**Things that are OK, but cannot be used to save seats:**

**OK: coat**

**OK: camera**

**OK: video recorder**

**3 Warm-up Lane Assignments (Friday)**

City 2008 Friday (Jul 25) Warm Up Lane Assignments.

Warm-up start: 5:30PM (at the earliest)

Warm-up end: 6:15PM promptly

All warm-ups are general. Any team/swimmer in any lane. No team-to-lane assignment.

**5:30PM-6:15PM (Circle swimming -- feet-first entry only)**

Main Pool: Lanes 2-7 circle swimming, feet-first entry.

Cool Down Pool: All 4 lanes, circle-swimming, feet-first entry.

General warm-up. Any team/swimmer in any lane.

**5:30PM-5:45PM (Circle swimming -- feet-first entry only)**

Main Pool: Lanes 1,8 circle swimming, feet-first entry.

General warm-up. Any team/swimmer in any lane.

**5:30PM-6:15PM (Sprints)**

Main Pool: Lanes 1,8 start, sprint and relay lanes.

General warm-up. Any team/swimmer in any lane.

**4 Warm-up Lane Assignments (Saturday) -**

City 2008 **Saturday** (Jul 26) Warm-up Lane Assignments  
(25 minute warm-up sessions)

First 15 minutes: Circle-swimming, feet-first entry.

Last 10 minutes: sprints, starts in all lanes.

---

**AM**

---

**Session (8&U, 9-10)**

**6:45AM-7:10AM (8 teams)**

- 1 Tall Grass
- 2 Tall Grass
- 3 Neuqua Valley
- 4 South Pointe
- 5 Maplebrook II
- 6 Saybrook
- 7 Saybrook
- 8 Farmstead

**7:10-7:35AM (7 teams)**

- 1 Waubonsie Valley
- 2 White Eagle
- 3 Cent. Beach
- 4 Breckenridge/Hobson West
- 5 Cress Creek Country Club
- 6 Cress Creek Country Club
- 7 Steeple Run, MapleBrook I
- 8 Huntington

**7:35-8:00AM (8 teams)**

- 1 StillWater
- 2 Nap Tennis/RC
- 3 Huntington Estates
- 4 Cress Creek Commons
- 5 Brookdale
- 6 Ashbury
- 7 River Run
- 8 Naper Carriage Hill

---

**PM**

---

**Session (11-12, 13-14)**

**12:30-12:55pm (8 teams)**

- 1 Naperville Tennis, Waubonsie Valley
- 2 Stillwater
- 3 Cress Creek Commons
- 4 Tall Grass
- 5 Farmstead
- 6 Hobson West
- 7 Saybrook
- 8 Saybrook

**12:55-1:20PM (8 teams)**

- 1 MapleBook I, Breckenridge
- 2 Centennial Beach
- 3 Brookdale, Steeple Run
- 4 Maplebrook II
- 5 Maplebrook II
- 6 River Run
- 7 Naper Carriage Hill
- 8 Naper Carriage Hill

**1:20-1:45PM (6 teams)**

- 1 Huntington Estates
- 2 Huntington Estates
- 3 Huntington, White Eagle
- 4 Ashbury
- 5 Neuqua Valley
- 6 Cress Creek Country Club
- 7 Cress Creek Country Club
- 8 South Pointe

## **5 Teams**

All NPDSC Swim Conference Members with Eligible Athletes

## **6 Meet Hosts**

Neuqua Valley High School, aquatic director Chad Allen, the Naperville Park District, and Indian Prairie School District 204.

## **7 Site**

Neuqua Valley High School  
2360 95<sup>th</sup> Street  
Naperville, IL

## **8 Parking**

Adequate parking will be available at the high school and in public parking places near the high school. Do not block emergency vehicle routes.

## **9 Dates**

Friday, July 25, 2008, 5PM-9PM for 15-18 year olds  
Saturday, July 26, 2008, approx. 6:45AM-5PM for all other ages

## **10 Meet Referee**

Rich Mueller, IHSA and USS Certified Official

## **11 Meet Director**

Dan Giuliani  
184 Cassin Rd.  
Naperville, IL 60565  
Home: 630-357-5139  
Mobile: 219-545-1947  
email: [dgiul5@wowway.com](mailto:dgiul5@wowway.com)

## **12 Method of Entry**

- **Electronic entries:** Hy-Tek
- **Email to:** Gretchen Lent at [sixlents@aol.com](mailto:sixlents@aol.com)
- **Due Time:** 11AM – NOON, July 20, 2008
- **Hy-Tek Entry Templates to Use:** <http://napervillepdsc.tripod.com/scoring/>
- **Support:** A support person that can make decisions on lineup changes must be available.
- **Support Availability:** 11AM – 5PM July 20, 2008

## **13 Scratch Procedure**

- Scratch meetings shall be held according to the session schedule in Section 21.

#### **14 Entries Due**

Entries will not be hand-delivered.

They will be emailed. See Section 12. The due date/time is July 20, 2008.

#### **15 Eligibility Rules**

1. Published in bylaws. ( See <http://napervillepdsc.tripod.com/main/> )

#### **16 Age-Up Date**

5/31/2008 is the age-up date for NPDSC

#### **17 Meet Workers**

##### **17.1 Guidelines**

- Meet worker list is due on July 20, 2008 with the meet entries.
- Meet workers are drawn from each team proportionate to the number of entrants in the meet.
- Each worker shall work a minimum of a complete session; no session splitting shall be allowed.
- A meet worker coordinator or park district representative from each team shall be responsible for ensuring the availability of workers at each worker shift according to the worker assignment determined from final calculated worker estimates.

##### **17.2 Job Requirements**

See <http://napervillepdsc.tripod.com/city/>

#### **18 Awards**

Awards will be given to the top sixteen (16) finishers in each event.

#### **19 Post Meet Events**

- Immediately after the last event, all swimmers, coaches, and participants will be asked to clear the pool area.
- Final results and awards presentations will be conducted in the Team Areas.
- Awards will be distributed after each team's area has been completely cleaned up.

#### **20 Worker Sign-In Procedures**

Each team must have a City Coordinator.

Responsibilities of City Coordinator:

- provide workers for City Meet
- sign in all their workers at the Worker Sign In Table
- provide replacement workers when worker doesn't show up

Sign-In Procedures:

1. City Coordinator will sit at the sign-in table. There will be a section of the sign-in tables reserved for each team.
2. Worker badges will be provided by the NPDSC.
3. The City Coordinator will distribute badges for their team and take attendance.

4. If there is a no-show, the announcer will make an announcement prior to the meet beginning. If the job is not filled quickly, the Park District Representative and City Coordinator for the team are responsible for finding a replacement.

Note that team area monitors are additional jobs that must be staffed by each team. These are not part of the jobs assigned by the NPDSC City Committee because every team must fill such a job.

## 21 Session Schedule

**NOTE to Park District Representatives: Setup is at 3PM on Friday, July 25<sup>th</sup>. Each team must send at least two park district reps to help set up.**

**FRIDAY, July 25** (5:15PM – 9:00PM approximately)  
**City 2008, Session Friday** (Events: 1-16, Ages: 15-18)

5:15 PM	Doors Open
5:15 PM	<b>City coordinators report</b> (worker sign-in table in hallway)
5:15 PM	<b>Session workers report</b> (worker sign-in table in hallway)
5:30 PM	Warm-ups begin
5:40 PM	Scratch Meeting (in room near commons area behind worker sign-in table)
6:05 PM	Timers Meeting (on deck or outside the door by scorer's table)
6:15 PM	Clear Pool
6:20 PM	National Anthem
6:30 PM	Session Begins (Event 1 – 16)
9:00 PM	Session Ends

**SATURDAY, July 26** (6:30AM – 5:00PM approximately)  
**Session A AGES: 8&U, 9-10 Events: 17-28**

6:30 AM	Doors Open
6:30 AM	<b>City coordinators report</b> (worker sign-in table in hallway)
6:45 AM	<b>Session workers report</b> (worker sign-in table in hallway)
6:45 AM	Warm-ups begin
7:15 AM	Scorers Meeting (at scorer table)
7:25 AM	Scratch Meeting (in room near commons area behind worker sign-in table)
7:45 AM	Timers Meeting (on deck or outside the door by scorer's table)
8:00 AM	Clear Pool
8:05 AM	National Anthem
8:10 AM	Session Begins (Event 17-28)

**Session B AGES: 8&U, 9-10 Events: 29-44**

Event 29	Event 29-44 Begin Session B
12:00 PM	Session B Ends.

**Session C AGES: 11-12, 13-14 Events: 45-56**

12:00 PM	<b>City coordinators report</b> (worker sign-in table in hallway)
12:00 PM	<b>Session workers report</b> (worker sign-in table in hallway)
12:30 PM	Warm-ups begin
1:00 PM	Scorers Meeting (at scorer table)
1:10 PM	Scratch Meeting (in room near commons area behind worker sign-in table)
1:30 PM	Timers Meeting (on deck or outside the door by scorer's table)
1:45 PM	Clear Pool
1:50 PM	National Anthem
1:55 PM	Session Begins (Event 45-56)

**Session D AGES: 11-12, 13-14 Events: 57-72**

Event 57	Event 57-72 Begin Session D
5:00 PM	Session D Ends.

**Posting:** several copies in Pool, Bullpen, Concessions, Hallway.

**22 Worker Reporting Areas**

All workers should first report to the worker assignment table at the lobby between the field house and the cafeteria hallway at Neuqua Valley High School Then the workers will report at the appropriate time (see the Session Schedule in Section 21) to the area listed in the table below depending on the type of job they have.

<b>Job</b>	<b>Where to report after reporting to job assignment table</b>
City Coordinator	Job Assignment Tables in Lobby
Heat Sheet Sales	Heat Sheet Sales Table
Tee Shirt Sales	Tee Shirt Sales Table
Clerk of Course	Bullpen area in field house
Marshal	Hallway of entrance to pool
Awards	Room in back of concession area (Neuqua Valley HS)
Scoring	Pool Deck
Announcer	Pool Deck
Deck Runner	Pool Deck
Award Runner	Pool Deck
Timer – Backups	Pool Deck
Timer – Primary	Pool Deck
Hospitality	Pool Deck

**23 Event Order**

Same as dual meets except 15-18 events will be Friday evening.

**24 Facility**

The pool is a 25-yard, 8 lane facility. Timing system is Daktronics with button backup. The meet will be computerized using the Hy-Tek CommLink II (see section 0). The depth



at the starting blocks is 13ft. and is 9ft. at the turn end. The starting blocks conform to IHSA standards. There are 6in. gold metal non-turbulent lane lines.

## **25 Time Recording**

All ages –2 timers per lane, one plunger, and active touch pads. Primary: touch pad, Secondary: plunger, Tertiary: watches.

## **26 Meet Rules**

All National High School Rules shall be in force except where NPDSC Officials Clinic Summer 2008 rules amend them. The following specific meet rules shall apply for this meet only.

- No more than five (5) coaches per team shall be allowed on deck at any one time during the course of the meet. Coaches shall be NPDSC-certified. (ASEP-certified and Background check on file with NPD office) Also, all coaches must stay in coaching bench area while on pool deck.
- Any and all disputes from the moment entries are received and merged for the meet shall be under the jurisdiction of the Meet Referee or the Meet Director if the Meet Referee is unavailable.
- Only personal audio devices with earphones will be allowed in the team areas. Boom-boxes, etc. will not be permitted.

## **27 Warm-Up Designation.**

See warm-up schedules in the meet packet and posted on the walls in the pool, and bullpen. Time and lane assignments will be made after entries are processed. Warm-up designations will be included in the meet packet provided to the coaches at the start of the meet.

## **28 Results**

One copy of the final results will be provided on 3.5" diskette to each participating team. PDF results will be posted on NPDSC website, <http://napervillepdsc.tripod.com/champs/>

## **29 Admission and Heat Sheets**

- Admission is free.
- Cost of heat sheets will be \$3.00

## **30 Concessions**

A wide variety of food concessions will be available throughout the meet in a (yet to be determined) concession area.

## **31 Safety Requirements**

Swimmers will not be allowed in the water unless a coach from their team is on deck to supervise. All other NPDSC safety rules requirements shall be followed.

## **32 Miscellaneous**

### **32.1 Marshalling**

At least one marshal, who reports to and receives instructions from the meet referee and/or the meet director, shall be on deck during the entire warm-up session. Marshals shall have the authority to remove from the pool any swimmer whose coach is not supervising them and any person not authorized to be on the deck.

If a spectator or participant is unruly, the Marshall will report to the Meet Director. The Meet Director and Aquatics Director will decide how to deal with the situation. The Aquatics Director has the right to eject a spectator or participant from the facility.

### **32.2 Meet Packet**

Each coaching staff shall be provided a meet packet the first day of the meet. The meet packet will include warm up designations as well as heat sheets for the coaching staff of the team.

### **32.3 Warm Up Designation Sheet**

Each team will receive their warm-up designation sheet in the meet packet.

### **32.4 Cool Down Pool**

The cool-down pool is only open during the 15 -18 session.

The cool down pool only be used under the supervision of an on-duty lifeguard. Each team's coaching staff is expected to supervise the cool-down pool when one or more of their swimmers is using the cool-down pool.

## **33 Team Areas**

- Each team is required to provide supervision of their designated team area.
- Each team area will be in the field house.
- Each team is responsible for leaving their team area clean after the meet
- Team areas will be designated. NO USING TAPE, ROPE, BALLOONS, etc TO MARK INDIVIDUAL TEAM AREAS.

## **34 General Notes**

- Only swimmers, meet officials, workers and NPDSC-approved coaches are allowed on deck.
- Coach's meet packets will be available prior to the start of warm ups at the admission table or from the meet director
- No running, playing catch, throwing objects, etc., is allowed in the school building.
- Hats are not allowed to be worn in the school building.
- Any swimmer found outside of designated meet areas of operation will be asked to leave the meet. (Team Area, Deck, Pool, Viewing Stands, Concession Area, Entryways to facility.)

## **35 Spectator Area**

- Spectators may not save seats.

- Spectators may not bring or set up folding chairs (metal, cloth or otherwise) towels, or swimmer paraphernalia in the spectator area.
- Swimmers may not stay in the spectator area.

### **36     Practice Schedule**

Location: Neuqua Valley High School Pool

Dates: July 21, 22, and 24

Each team gets a 40 minute practice block to acclimate the swimmers to the big pool.

Please be courteous and get your swimmers out of the pool in a timely fashion so the next team can have their full 40 minutes.

REMEMBER --- We are guests, so ensure your swimmers are well behaved and pick up after complete.

	Monday 7/21	Tuesday 7/22	Thursday 7/24
10:30-11:10	Saybrook	HE	NCH
11:10-11:50	Racquet Club	CCC	H
11:50-12:30	SW	Brookdale	ASH
12:30-1:10	--	F	MB I
1:10-1:50	--	HW	CCCC
1:50-2:30	--	MB II	SP
2:30-3:10	--	SR	--
3:10-3:50	--	CB	--
3:50-4:30	--	Breckenridge	--
4:30-5:10	--	RR	--
5:10-5:50	--	WE	--
5:50-6:30	--	TG	--
6:30-7:10	--	WV	--

### **37      Life Guard Schedule**

Each team must provide a certified lifeguard for one shift while the city meet is running. The guard **may not coach under any circumstances** during the time that he or she is guarding.

<b><u>Team</u></b>	<b><u>Session</u></b>	<b><u>Time</u></b>
White Eagle	Friday	5:00 – 5:40 pm
Ashbury	Friday	5:40 – 6:20 pm
Waubonsie Valley	Friday	6:20 – 7:00 pm
Maplebrook I	Friday	7:00 – 7:40 pm
Tall Grass	Friday	7:40 – 8:20 pm
Breckenridge	Friday	8:20 - end
Saybrook	Saturday am	6:35 – 7:15 am
Steeple Run	Saturday am	7:15 – 7:50 am
Hobson West	Saturday am	7:50 – 8:25 am
Naper Carriage Hill	Saturday am	8:25 – 9:00 am
Maplebrook II	Saturday am	9:00 – 9:40 am
Centennial Beach	Saturday am	9:40 – 10:15 am
Huntington	Saturday am	10:15 – 10:50 am
Neuqua Valley	Saturday am	10:50 – 11:30 am
South Pointe	Saturday am	11:30 - 12:10 pm
River Run	Saturday pm	12:10 – 12:45 pm
Cress Creek CC	Saturday pm	12:45 – 1:20 pm
Racquet Club	Saturday pm	1:20 – 1:55 pm
Stillwater	Saturday pm	1:55 – 2:30 pm
Huntington Estates	Saturday pm	2:30 – 3:10 pm
Cress Creek Commons	Saturday pm	3:10 – 3:45 pm
Farmstead	Saturday pm	3:45 – 4:20 pm
Brookdale	Saturday pm	4:20 - END