

PVS Return to Competition Meet Checklist Draft

USA Swimming

What is the difference between a Sanctioned meet and a Non-Sanctioned meet?

Non-Sanctioned meets are FUN competitions that are completely free and do not have any officiating or automated timing system requirements per the USA Swimming rule-book. The times for these meets DO NOT count for any purposes other than fun racing. Sanctioned meets satisfy all USA Swimming rules with proper timing requirements and officiating requirements. These times count for meet entry and all other USA Swimming programs.

[USA Swimming Return to Competition Plan](#)

[USA Swimming LSC Sanctioning Requirements](#)

What is a virtual meet?

A virtual meet allows club teams to compete against each other but swim locally within their own LSC's or different LSC's. It is a collection of competitions that may occur at different pools with results sent to a central location to be merged into a collective database of results.

[Virtual Meets Flowchart](#)

[Non-sanctioned Virtual Meets](#)

[Virtual Meet Solution with FAQs](#)

[Meet Manager Demo Guide](#)

- Every club planning to host or attend competition must develop a Return to Competition plan.
- Each club should have a COVID-19 liaison/committee responsible for staying up to date on community and state recommendations and any associated changes.
- The USA Swimming Code of Conduct and the SafeSport Code for the U.S. Olympic and Paralympic Movements continue to apply in full.
- The Minor Athlete Abuse Prevention Policy (MAAPP) continues to apply in full.
- All competition events must conform to local, state, and federal public health guidelines.

Official Minimums

NOTE: *The following is derived from the USA Swimming Rules clarification on the minimum number of officials required for meets, including dual and intra-squad, and virtual; the clarification should be reviewed in detail when determining staffing requirements - [USA Swimming Meet Consideration Clarification](#)*

INTRA-SQUAD AND DUAL MEETS – minimum number is three (3); 1 Referee, 1 Starter, 1 AO or a stroke and turn judge if the referee is also certified as an AO.

ALL OTHER MEETS – minimum number is four (4); 1 referee, 1 Starter, 1 AO, and one stroke and turn judge.

VIRTUAL MEETS – minimum number is three (3); 1 Referee, 1 Starter, 1 AO or a stroke and turn judge if the referee is also certified as an AO. In the event where there are multiple teams, a single Lead AO/AR is necessary to merge results from all participating clubs before uploading into SWIMS database.

Facility Requirements

[USA Swimming Facility Reopening Guidelines](#)

- Enter and exit facility plans.
- Social distancing plans.
- Spectator plans – live feed if no spectators allowed in building.
- No showers or changing available to swimmers.

- No use of locker room access except for emergency.

Protocols

Meet Managers:

PVS Meet Announcement Template including COVID-19 language to be released soon.

- Remind, Repeat, Reinforce the concept of if you or your swimmer does not feel well, regardless of the symptoms, please stay home for the health and safety of everyone planning to attend the meet.
- Communicate to meet participants that steps that you will be taking to reduce the risk of spreading viruses/bacteria: wiping down watches, buttons, pencils, computers, staplers, etc. Make sure that you have someone or several assigned to this task.
- Ensure you have enough disinfectant to clean all high touch/ high traffic areas between each session for the entire meet. Provide disposable gloves for those cleanings. Provide hand sanitizer for all athletes, coaches, officials and volunteers. Spectators at some point?
- Provide all coaches, officials, timers and other volunteers with sanitized, single use masks and face shields.
- Equipment should be disinfected thoroughly between each session to include starter microphones, buttons, computers, CTS, etc. Ensure you have one mic for each starter per session.
- Health Check At Entrance – Temperature check? Health questionnaire? Google Doc good for contact tracing if needed and as record of everyone at the venue. [Sample Form](#)
- Allow for additional time when planning sessions to try and reduce crowding/ maintain social distancing.
- Create entry and exit to pathways bypass locker rooms and busier parts of the building.
- Utilize rolling check-in and other tools (like distance meets).
- Small 2-hour session with approximately 80 swimmers.

Athletes:

- Must complete health questionnaire no more than four hours before warm ups for the attending session.
- Athletes will wear masks when entering and exiting facilities, on deck and during dryland activities.
- Athletes must arrive and depart in their swimsuits. Athletes will not be permitted to change or shower at the facility.
- Athletes should arrive no more than 5 minutes prior to their scheduled warm-up times. If athletes arrive early, they must wait in their car until time to enter the facility. Athletes must depart the facility immediately upon the completion of their race(s).
- Once athletes enter the building, they will go to their designated spots and await instructions from their coaches
- Athletes should bring 1 full water bottle to each meet.
- Each swimmer and/or his or her parents is responsible for cleaning and sanitizing his/her belongings before arriving at the facility.

Coaches:

- Health Questionnaire responsibilities? All coaches will wear gloves when checking in athletes, taking temps and when handling equipment or objects handled by other coaches or swimmers.
- Coaches will wear both masks and face shields at all times during the meet.
- Coaches will maintain social distance and ensure meet protocol compliance in team area.

Officials:

[USA Swimming Meet Consideration Clarification](#)

[USA Swimming S&T Virtual Meet Recommendations](#)

[USA Swimming Considerations for Meet Referees](#)

- Officials will wear both masks and face shields at all times during the meet.
- Day before meet, know officials who are coming to check OTS for certifications, or ask officials to send Deck Pass screen shot.
- Send instructions and briefing electronically, no in person briefing at the meet.
- Communicate positions and responsibilities electronically; report to position 10 minutes before session starts.
- Instruct officials to bring a mask (disposable masks provided at meet), headset, and a writing utensil.
- Conduct coaches meeting electronically before arrival or send pertinent information the day before.
- All officials given disposable mask and access to hand sanitizer.

Volunteers:

- Volunteers will wear both masks and face shields at all times during the meet.
- **Table Workers** – Results runners, results posting, awards. Table workers given disposable mask upon request and access to sanitizer.
- **Health Screener** – Temperature check, health questionnaire check for swimmers. Health screener volunteers given disposable masks upon request, gloves and access to hand sanitizer.
- **Timers** – One to two per lane. Ensure timers know which side of the block to stand on to maintain distance with other timers, officials and swimmers. Send instructions and briefing electronically, no in person briefing at meet. Timer volunteers given disposable mask upon request and access to hand sanitizer.
- **Deck Marshals** – Reinforcing meet rules and protocols. Help to maintain social distancing. Deck Marshal volunteers given mask upon request and access to hand sanitizer.
- **Hospitality** – No common containers individually wrapped or pre-packaged items. Hospitality volunteers given disposable masks upon request, gloves, and access to hand sanitizer.
- **Clerk of Course** – Utilizing bleachers to organize heats of swimmers and instruct them when to line up behind the blocks. Clerk of Course volunteers given disposable mask upon request and access to sanitizer.