

***MID-CAP CHAMPIONSHIP SWIM MEET
POLICIES AND PROCEDURES***

Mid-Cap Meet Championship Meet Purpose – This Meet is to foster age group competitive swimming in Central Pennsylvania by inviting the top qualifiers from summer leagues to participate in a championship-level competition.

1. Ongoing Committee - It was agreed that the Mid-Cap Meet, if it is to be a legitimate meet, needs to have a permanent “Meet Committee” that would be charged with running the Mid-Cap Meet. The consensus was that the Mid-Cap Meet Committee (MCMC) should be composed of five individuals. The designated meet director would be the representative of the team hosting the meet for the coming year. The remaining voting members of the committee would be: 1) the President of the Mid Penn Swim League; 2) a representative at large from the league appointed by the President of the league; 3) the President of the Capital Area Swim League; and 4) a representative of the league appointed by the President of the league.

The previous year’s meet director shall be available to assist the MCMC in preparing for the coming meet and share information on the operations of the previous year’s meet.

The meet will be known as the “Mid-Cap Championship Swim Meet.” This is to be used on T-shirts, in newspaper articles and any other time the meet is referenced.

The MCMC will meet when necessary. These meetings can be called by the president of either league or his/her designee. Members shall be given at least a two week notice for such meetings, unless there is an emergency situation. If necessary, the MCMC will meet the Monday prior to the Mid-Cap Swim Meet to discuss operational issues brought before the committee by the host team(s).

2. The National Federation of High Schools rule shall be used with any modifications adopted by the Pennsylvania Interscholastic Athletic Association. The Committee can also modify rules.
3. The Leagues have decided to use certified officials for this meet. All officials who are assigned to work the Mid-Cap Swim Meet shall be currently certified by a national swimming organization, such as: US Swimming, National Federation of High Schools (PIAA), CSOA (NCAA), YMCA, etc. Each League will designate five officials who will be provided an equal stipend for working the meet from the League that selected them. Officials assignments will be determined by the Meet Referee.
4. A chief judge shall be used; the duties will be split between the two leagues. The duties of the chief judge are: 1) obtain any disqualifications (DQ’s) from officials in writing and take to the referee for approval/signature; 2) notify the coach of the swimmer/team named in the DQ; and 3) any other duties as assigned.

5. The position of "Finish Judge" has been eliminated from the Mid-Cap Swim Meet. Finishes will be recorded by the "on duty" Referee and Starter.
6. The process of selecting timers for the Mid-Cap Championship Swim Meet will be done as an on-line process by a representative from each league. This representative will be determined by each League's president or designee. This process will be completed no later than 9 pm on the Sunday preceding the Mid-Cap Meet. The information will then be available on-line to timers no later than the Tuesday preceding the meet.
7. Electronic timing system will be used with either touch pads at both ends of the pool or double buttons (semi-automatic timing system for 25 yard/meter events).
8. Four (4) coaches per team shall be admitted free to the Mid-Cap Meet. These coaches must be listed on the roster at the beginning of the season. Only two (2) T-shirts will be given to the coaches at no cost; other t-shirts must be purchased.
9. Orders for t-shirts will be completed on-line, by a coach/rep from each team, no later than 9 pm on the Sunday before the Mid-Cap Championship Swim Meet. The number of t-shirts per team is based on the number of swimmers who qualify for this meet. Instructions for this procedure will be included in the information sent to coaches/teams regarding the Mid-Cap Championship Swim Meet.
10. Cell phones carried on the deck by coaches, swimmers, timers and officials must be put on vibrate. Officials, while working the meet, shall not be permitted to take pictures or use a video camera.
11. Dates, Time and Fees for the Mid-Cap Meet - The Committee agreed that one of the ongoing problems was the uncertain date for the Mid-Cap Meet. After a considerable discussion, it was agreed that the Mid-Cap Meet shall be held on a Saturday morning. The meet will start at a time to be set by the host team. The Committee voted to hold the Mid-Cap Swim Meet on the last Saturday in July with the MPSL hosting the odd years and the CASL hosting the even years. The meet shall be conducted in one or two sessions to be determined by the host team. If the Meet is held in two sessions, it should be divided by boys events and girls events, rather than by age groups.
12. Fees to be charged - Entry fees for individual events are \$4.00 per swimmer; entry fees for relays are \$16.00; admission for spectators is \$5.00; and the cost for a program to be set by host team. Children 12 years of age and younger will not be required to pay admission fees.
13. Events to be Included in the Mid-Cap Meet and the Order of Events - There will 76 events included in the meet. The first events will be the Medley Relays. The Free Relay will be at the end of the meet. Championship seeding will be used to assign the lanes in each heat. The meet will be scored. Medals will be awarded for this meet for all places. The medals shall be 2 ½ inches and reflect the name Mid-Cap Swimming Championships.

14. Swimmers Invited to Participate in the Mid-Cap Meet - The top eight (8) swimmers, from each League, in the individual events in each age group, will be sent to the Mid-Cap Championship Swim Meet. In six-lane pools, there will be three (3) heats set up as follows: four (4) swimmers in the first heat and six (6) swimmers in the second and third heats. In eight-lane pools, there will be two (2) heats with eight (8) swimmers in each heat.
15. The top four (4) Medley and Free Relays in each League, in each age group, will be sent to the Mid-Cap Championships Swim Meet. In six-lane pools, there will be two (2) heats of relays with four (4) relays in each heat. In eight-lane pools, there will be one heat of relays. Championship format will be used in the seeding of each event.

If a League does not have four qualifying relays in an age group, the open lanes are available to be filled by next qualifying relays from the other League. The Allstar Meet Coordinators from each League are encouraged to notify the other League of the lack of four qualifying relays per age group as soon as possible.

16. When there is a threat of bad weather that could affect the Mid-Cap Meet, the meet committee will decide on how to handle the weather situation by monitoring local weather conditions/reports and following the NFHS "*Guidelines on Handling Contests During Lightning Disturbances.*"
17. An individual swimmer shall be eligible to swim in three (3) events (any combination of individual and relay events that combined to not exceed three). A swimmer will only be eligible to swim in his/her current age group in an individual event for which they qualify. A swimmer may participate on a relay team in an age group that is no more than two age groups above the age group in which they would qualify in as an individual.
18. Eight and under shall be permitted one false start.
19. All ties for last positions that could advance to the Mid-Cap Championship Meet, occurring at the All Star meets of the MPSL and the CASL, shall be swum off at those respective meets.
20. Empty lanes of either League that become available at the Mid-Cap Meet shall be filled with the first available alternate from that league. No reseeding of the heat shall occur for that event.
21. Warm-ups – ALL teams in the host league will warm-up first. The warm-up schedule for both leagues will be developed by the host team(s) and posted on-line for teams in both leagues no later than Tuesday before the Mid-Cap Championship Meet.

22. T-shirts and Sponsors - All participants are to be awarded a T-shirt. The design and style is the prerogative of the Host League. Sponsors for the meet, if any, are to be selected by the Host League. Sponsors may be displayed on the T-shirt but only under the following conditions: the advertisement may not be larger than a four (4) inch by four (4) inch square; the location of the advertisement may only be on one (1) sleeve of the T-shirt; no logo, advertisement or emblem is to appear on the front or back of the shirt except as to how the shirt relates to the Mid-Cap Championship Swim Meet; and no other shirts, of any type, may be sold at the meet.
23. The Host Team will be responsible for obtaining sponsors for the 76 events from their parents or any other source. Other teams or individuals interested in sponsoring a particular event must contact the Host Team to ascertain if that event is available for sponsorship.

The original document was adopted 11-15-98 and updated as follows:

November 15, 1998

May 9, 2000

September 9, 2002

May 9, 2005

September 26, 2007

May, 2008

October, 2009

May, 2010

September 2010

September 2011

October 2013

April 2022