

GRAL Championship Meet
Freedom Aquatic Center Manassas Virginia 20109 703-393-9797
July 25/26, 2009

All required payments for any of the following will be made July 18 at Champs' Registration using the *included payment form*. Complete each section before attending Champs' Registration.
PLEASE USE 1 CHECK FOR PAYMENT.

Name Tags: please provide some type of name tag for your parent volunteers indicating jobs (i.e. Pebble Creek: Timer)

Heat Sheet Ads: form included; note that payment will be 50% of the amount your team collects in ad sales

Heat Sheet Books: order form included

Coaches' Heat Sheet Books (have no ads): order form with Heat Sheet Books

T-Shirt Order Form: included; design to be unveiled by the beginning of June via the web site; request a sample shirt if your team would like to display one (becomes part of the team order)

Lunch Order Form: distributed to coaches 5/30; this is optional and only for **coaches** and **deck officials** from your team that are volunteering that day – there will be no refunds if the lunch is not picked up

Food Vendor: Kathleen Shafer Catering; breakfast and lunch items available

Registration of Swimmers: follow the information found in the GRAL Handbook for swimmer qualification guidelines; if you have questions during the season, please call or get them answered at the July 7 meeting (GRAL Handbook is online)

Team Responsibilities: each team will be responsible for some part of running the Champs' meet; team jobs will be assigned for all participating teams (see form included)

On Deck Officials: submit names for Referee and Stroke & Turn officials from your team at the June and July meetings; officials must have worked 3 seasons in their position or be certified by US Swimming and have no grievances filed against them in the past season

Champs' Relays: Information will be provided

Medal Boxes: GRAL will be providing each team with 2 medal boxes at Champs; medals can be picked up in the farthest racquet ball court in the hallway *only if the entire box is picked up and the second replacement box is put in its' space*; both boxes will be held by GRAL for storage to be used annually. Please, **ONLY COACHES WILL BE ALLOWED TO PICK UP MEDALS.**

Coaches' Space: There will be a designated room (a racquetball room closest to the end of the hallway) for coaches to pick up light snacks and ordered lunches; teams may place small coolers here for coaches to access during each day

Directions to George Mason Freedom Aquatic Center: see GRAL or George Mason website

Name Badges_- Every on deck official and coach will need to pick up a name tag (sticky label type) at the Referee table behind the starter each morning ~ this is your 'pass' for being on-deck

Team Banners – Due by Thursday, July 23 at location TBA when t-shirts/heat sheets are picked up (they will be hung Friday night by the Freedom Center staff) NO ADVERTISING ALLOWED ON TEAM BANNERS

Team Awards – Division trophies will be awarded on Saturday morning prior to the start of the morning session (approximately 10:10 – just when the first call for event 1 takes place)

Coaches' Relays – These will occur on Sunday between sessions – get your teams ready!
Coaches' relays will be 100 Medley Relays and coaches may mix with other teams' coaches
Turn in your team by NAME/SWIMMERS by Saturday afternoon, 4:30 to Stuart Bernstein for seeding purposes.

Len Everett Award – This will be presented Sunday morning prior to the session.

Coaches' Award – This will be presented Sunday morning, following the Len Everett Award.

CLERK CHANGES 2009 –

There will be a clerk of course area this year. Please look for information distributed at the July 13 meeting (place TBA)

NOTE: When an event is moved behind the block, that information will be posted in the gym. A clerk runner will notify racquetball courts of event behind the blocks.

Saturday and Sunday Clerk of Course Directions:

Parents write child's Event, Heat and Lane information on child's hand.

Child needs shoes, towel, cap and goggles. Child will not be allowed to enter the pool without shoes and a towel. They can place their towels on the bench/table behind the blocks.

All relays will be formed in the teams' assigned seating area (gym or racquetball court) by parent volunteers and walked to the correct clerk of course area.

Two parents will be needed for Mite Relays taking swimmers 2& 4 to the bulkhead end and swimmers 1 & 3 to the starting block area. This is the only time parents are allowed behind the blocks unless working.

Child proceeds down the hallway and enters the pool from the end of the hall. Parents are not permitted past the marked line in the hallway.

Two Clerk workers will be standing at the doorway at the end of the hall to admit swimmers for their events. **PLEASE DO NOT HAVE SWIMMERS ENTER THE POOL AT ANY OTHER AREA.**

Swimmers will exit the pool area after swimming from in front of the viewing stands.

One Lane Clerk will work behind two blocks to ensure each child lines up correctly by Heat.

Mite 25's: The Lane Clerk for Lane 1 will line up Heat 1 in front of the viewing stands and take the heat onto the bulk head and place them in the correct lane for the start. Lane 2's Clerk will line up Heat 2, etc.

Relay changes will be posted on the pool wall behind the blocks.

Sunday's Clerk of Course Directions:

Sunday's Clerk will be different only in the number of clerk workers behind the blocks – there will be 1 worker assigned for lanes 1 – 5 and 1 assigned for lanes 6 – 10 to assist swimmers.