

JSSL 2007 Championship Meet

July 21, 2007

Meet Schedule

Friday, July 20 -- Set-up 7:00pm

Setup workers arrange chairs, tables, easy-ups for shade, etc. At 7:00pm we will have access to the pool and can set-up blocks and touch pads.

Saturday, July 21:

- 6:00am Concessions and other vendors can setup their areas as early as desired. These groups will setup outside the locked pool area. See map. The facility will be unlocked at 6:00 AM to provide access to the pool area and electrical outlets.
- 7:00am Morning Set-up: All electrical equipment and any thing not completed the night before. Equipment tests.
- 7:00 am Meet Coordinators meet at the ***Volunteer Check-In table (#14 on map)***. Bring volunteer assignment sheets, all volunteer name tags and vests. See Theresa Williamson
- 7:10 am “Volunteer check-in” volunteers report to their check-in table (#14 on map).
“Swimmer check-in” volunteers, if required by your club, report to the swimmer check-in tables (#2 on map).
- 7:15-8:30 am Volunteer Check-in; pick-up nametags, position tags and pool deck passes (#14 on map)
- 7:15 am Warm-up Marshals meet the Head Marshal on the Pool Deck at the lower Clerk of Course (#9 on map). Head Marshal will provide instructions and location assignments.
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|--------------|---------------------------|------------|-------------|-----------|
| 7:30-7:55 am | Warm-Up – Cupertino Hills | Lanes 1-4, | Eichler | Lanes 5-8 |
| 7:55-8:20 am | Warm-Up – Brookside | Lanes 1-4, | Greenmeadow | Lanes 5-8 |
| 8:20-8:45 am | Warm-Up -- Saratoga Woods | Lanes 1-4, | Laurelwood | Lanes 5-8 |
- 8:00 am Champs Coordinators to deliver heat and lane assignments to Head Clerk of Course at lower Clerk of Course location (#9 on map).
- 8:15 am All Head Volunteer Positions report to ***Volunteer Check-In table (#14 on map)*** to pick up any last minute changes to your job rosters. See Theresa Williamson
- 8:20 am Stroke & Turn Judges, Referee and Meet Director and false start judges meet with Head Stroke & Turn Judge (E on map, on Pool Deck, one level below bleachers).
- 8:20 am All runners, DQ, Event sheet, results and label runners (except starting block runners) meet with Head Runner (F on map, on Pool Deck, one level below bleachers). When meeting is complete, DQ runners visit Stroke and Turn meeting briefly to introduce themselves to the stroke and turn judges.

- 8:20 am Clerk of Course, Starting Block Runners, and Starting Block Workers meet with Head Clerk of Course at lower level Clerk of Course. (#9 on map)
- 8:30 am Coaches meet at Swimmer Check-in tables (#2 on map). Bring your list of scratches for the day. See Katja DeGroot.
- 8:30 am First and second half Marshals meet the Head Marshal (D on map, on Pool Deck, one level below bleachers). Head Marshal will provide instruction and location assignments.
- 8:30 am All timers and recorders to meet with Head Timer at the finish end of the pool (**#15 on map**)
- 8:30 am Warm-ups end. Pool is cleared. Head Referee and Head Coaches meet briefly. (C on map, on Pool Deck, one level below bleachers.)
- 8:40 am First announcement made for swimmers to start reporting for first events.
- 8:45 am Announce for all volunteers to report to positions
- 8:55 am National Anthem
- 8:58 am! Confirm all timers and recorders are in place and ready to go
- 9:00 am Meet Begins

Cleanup must be done at the completion of the relays. If time permits there will be a brief awards ceremony for all individual and team awards. The announcer will announce plans for the awards ceremony towards the end of the meet. Otherwise, meet directors can pick up their team's awards following "clean-up" clearance. Stanford is rented for a swim meet on Sunday so it is imperative that each team area is clean before we leave. Any cleaning expense will be allocated to each team according to how their team area is left. Please have your team clean up their area to avoid fees. Lost and Found items will be left and can be reclaimed at Stanford through Sunday.

Club Seating Assignments for Cleanup

The day of the meet, each club is assigned a section of bleachers for cleanup purposes only. Clubs may sit wherever they choose and may move about depending on where the shade is. However, each club must clean up their assigned area. *Please refer to map that will be passed out at the Thurs. July 12th meeting for assigned areas.

All Clean-up Volunteers need to be instructed to meet the Head Clean-up Volunteer at the Upper Clerk of Course immediately following the last relay.