

2024  
CENTRAL
REGIONAL
CHAMPIONSHIP

BOWLING GREEN, OH

2024 CCS REGIONAL CHAMPIONSHIPS
ARRIVAL LOGISTICS PACKET

CENTRAL: Bowling Green, OH – November 2-3

Updates and Revisions

10/28: Original Publication

Meet Schedule

Saturday	Sunday
<p style="text-align: center;">Prelims</p> Doors and Pool Deck Open: 8:30 AM Warm Up Start: 9:00am President's Meeting: 9:30 AM Volunteer/Timers Meeting: 9:40 AM Warm Up End: 9:50 AM Meet Start: 10:00am Estimated Meet End 12:00pm	<p style="text-align: center;">Prelims</p> Doors and Pool Deck Open: 8:30 AM Warm Up Start: 9:00am President's Meeting: 9:30 AM Volunteer/Timers Meeting: 9:40 AM Warm Up End: 9:50 AM Meet Start: 10:00am Estimated Meet End 12:00pm
<p style="text-align: center;">Finals</p> Doors and Pool Deck Open: 3:30pm Warm Up Start: 4:00pm President's Meeting: 4:30pm Volunteer/Timers Meeting: 4:40pm Warm Up End: 4:50pm Meet Start: 5:00pm Estimated Meet End:7:00pm	<p style="text-align: center;">Finals</p> Doors and Pool Deck Open: 2:30pm Warm Up Start: 3:00 pm President's Meeting: 3:30pm Volunteer/Timers Meeting: 3:40pm Warm Up End: 3:50 pm Meet Start: 4:00pm Estimated Meet End: 6:00pm

Warm Up and Deck Access

Warm Up Times

Warmups will start at the following times:

Warm Up Times	
Saturday Prelims: 9:00am	Sunday Prelims: 9:00 am
Saturday Finals: 4:00pm	Sunday Finals: 3:00pm

Prelims Warm Up Procedures

The Rockwall Side and Scoreboard Side pools will be open for general warmup during the scheduled times only. The Scoreboard Side will be continuously open for warm up from the beginning of the warmup session and throughout the prelim sessions. Any warmup time changes will be announced in presidents' meetings and through Discord.

There will be two lanes open to the public. ***Regionals swimmers should NOT use Lanes 19 and 20 for warm up during the meet.***

Finals Warm up Procedures

The Rockwall Side pool will be open for general warmup during the scheduled times only, and the ScoreBoard pool will be continuously open for warm up from the beginning of the warmup session and throughout the session. Teams will not be assigned warm up time slots for finals. Any warmup time changes will be announced in presidents' meetings and through Discord.

Assigned Team Seating

Teams are assigned to seating areas, either on the pool deck bleachers or in the permanent bleacher stands area. If assigned to the pool deck, teams will be given a specific bleacher which may be shared with other teams. If assigned to the spectator stands area, teams will be placed adjacent to the diving well on either the bleacher side or scoreboard side of the pool. Teams will be given their assigned seating information in their check-in packet.

Results

Results will be posted in the wet hallway leading from the pool to locker rooms and in the main hallway of the spectator section.

Scratch Policy and Relay Cards.

To Scratch: All scratches for finals must be complete 30 minutes after the event is completed. You scratch a swimmer for finals by going to the announcer table. Please report to the announcer to scratch a swimmer.

Relay Cards/Changes: All relay changes must be turned in 30 minutes before finals for each session. Relay change cards can be found at the timing table with the event technician. You should return relay cards to the event tech 30 minutes prior to the start of finals, Saturday and Sunday.

Awards

Event awards will be completed during finals. The following awards schedule is subject to change - any changes will be announced in the presidents meeting. Awards for Saturday and Sunday events will be presented right after the A final of each men's event. The top 3 athletes in each event need to be ready to receive their award following the conclusion of the men's A final. For example, the top finishers in the 100 breaststroke for men and women will receive their award at the conclusion of the men's 100 breaststroke A final. Awards for timed finals events will be presented before the first relay medal presentation. Team Awards will be presented at the conclusion of Sunday evening finals. There will be heat winners for both prelims and finals. Top Three places in the time finals will receive medals.

Facility Policies and Procedures

Facility Entrance

Participants and Spectators can enter the building through the front entrance facing toward campus. There will not be any back door entrance, only front door access.



This is the front of the rec center- it faces in towards campus. This will be both spectator and athlete entrance.



Here are the main doors to enter through



Once entered into the building turn left these will be open for spectators and athlete entrance. At the end of this corridor there will be a checkin table for athletes and a place for spectators to pay.

Moving Through the Facility

Below is a map of how foot traffic is expected to flow. Following these guidelines will ensure the safety of swimmers both on the deck and in the stands.

There will be areas that will be roped off that say Rec Center Members Only.

Exiting Pool Deck

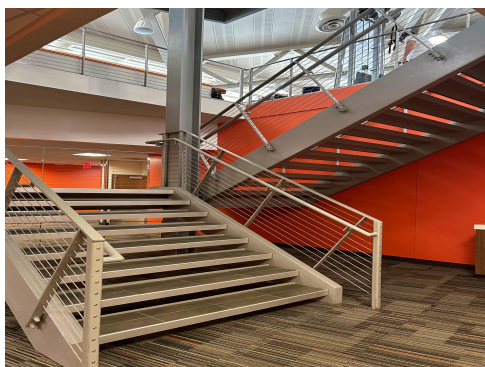


This is how you will enter on and off deck.

Returning Upstairs Through the wet hallway



Turn right out of the pool. The men's locker room is to the right of this hallway. The women's is to the left. There are two gender neutral single bathrooms to either side of the end of this hall way before the stairs.



Athletes May use these stairs to visit their spectators or families These stairs are for members and swimmers only. No spectators. This is the only set of stairs athletes will use once on the pool deck.

Entering Pool Deck



To the left of this picture is how you go downstairs to enter the pool deck when you first arrive.



Both of these doors will be used for spectators.



These emergency exit doors will be where volunteer check in is. This foyer is where the timers meeting will be.

Facility Policies & Logistics

- *Please keep all trash picked up in your team and spectator seating areas and stay away from restricted areas. If a swimmer is found in a restricted area, the swimmer will be asked to leave the facility and may be pulled from the remainder of the meet.*
- *Vandalism will not be tolerated. Any individual caught vandalizing the facility will be asked to leave the facility for the remainder of this meet.*

- *Deck access is restricted to competing athletes, registered coaches, officials, event staff, and meet volunteers. No parents or spectators will be allowed on deck except at the request of a Meet Director or Meet Referee.*
- *Belongings should be removed from the deck between sessions and overnight for cleaning.*
- *No tape is allowed for hanging team banners or any other use. Zip ties and bungee cords are acceptable for this purpose.*
- *BGSU is a smoke-free campus.*
- *The Student Recreation Center will be open for regular patrons throughout the weekend. With that in mind, note the pool deck and spectator seating are the only areas to be accessed by participants and spectators. Weights/cardio, courts, and hallways are off limits and may not be accessed.*
- *The lost & found is located on the pool deck near the wet hallway and at the front desk near the main entrance*
- *If your team is planning on ordering food delivered to the Student Recreation Center, please ensure the order has the club name listed and that someone is ready to receive it when it arrives.*
- *All entry must occur through the front of the Student Recreation Center. All participants must check at the front desk, propping of doors is not permitted.*

Presidents Meeting Location

Please have a club representative attend the President's Meeting each session. The President's meeting will take place in a conference room located behind the deck room 112



This is the entrance for the president's meeting.



This is the conference room for the president's meeting.

Volunteering Information

Volunteer check-in at the meet will be located at the Pool Foyer near the offices.



All volunteers should plan on checking in AT LEAST 15 MINUTES prior to the start of their shift. Further directions will be given to volunteers upon arrival.

This is the foyer where volunteers will check in. You will be given a CCS Central Regional Tag to allow you entrance onto deck. There will be a table to the right of these emergency exit doors.

Volunteers can sign up here:

https://docs.google.com/spreadsheets/d/1osb3KK4VP8Y9bYKyJ7O4aUTzRI44Zhh0s4BCuF3_cQg/edit?usp=sharing

Reminders and Communication

Spectator Tickets and Heat Sheets

Spectator tickets will be sold at the meet you can either venmo or cash. You will be given a wrist band.

Yellow- Prelims Saturday

Green- Finals Saturday

Blue- ALL DAY Saturday

Red- Prelims Sunday

Orange- Finals Sunday

Pink- ALL DAY Sunday

Spectator passes will be available on-site at the following rates:

- \$7 dollars a session or \$10 dollars a day.

Complementary heat sheets will be available on MeetMobile. There will also be a google doc link to the heats sheets for each session sent to Club presents in the discord for them to pass along to their teams and spectators.

Meet Communication

Reminders and real-time updates will be sent out via the Central Regionals Channel in the CCS Discord.

Health and Safety

Explain any trainers or medial support staff that will be present at the meet.

Below are the closest medical centers to the facility:

Medical Centers (ER Open 24/7)

Wood County Hospital 950 W Wooster Street- About 7 minutes from campus

Urgent Care

Falcon Health Center - 3 Minutes on Campus

838 E Wooster St, Bowling Green, OH 43402

9-5 Saturday and Sunday

Phone: [\(419\) 372-2271](tel:4193722271)

Parking Information

Parking SATURDAY ONLY:

We have a hockey game and musical arts activity all day Saturday November 2. You must park at the following locations:

- Lot C
- Lot 16
- Lot 1
- Lot 5

If you have a bus of some sort that needs larger parking please use Lot 13.

Parking SUNDAY:

You can use any of the following lots above and the following:

- Lot X
- Lot 10

There is only entrance to the front of the rec center, no back door entrance.

