



Team Rep and Coach Guide to the NVSL Individual All Stars

July 29, 2023 at 8:30AM

Hosted by Orange Hunt Swim & Tennis Club

Meet Managers	Amy Downey (NVSL) at amywdowney@yahoo.com or 703-969-7749 Allison Hetzel, Jenn Schneider, and Laurie Smith (OH) at swim@orangehunswimclub.org or 571-408-1164
Pool Location	8600 Bridlewood Drive, Springfield VA 22152 Consult an internet map service for the most direct route from your location. Major roads leading to Orange Hunt Pool are Route 495 (Capital Beltway), Old Keene Mill Road, and Fairfax County Parkway. Please note that there is adjusted traffic flow on the day of the meet and Bridle Wood will be one way and accessed only via Reynard Drive (see map).

Meet Prep:

IAS Qualifiers	Division Coordinators meet on Saturday after Divisionals and notifications to the teams are made.
Scratches & Substitutions	ASAP Team reps should report any swimmer scratch to your Div. Coordinator and Michelle Hale at NVSLTechnology@gmail.com allowing notification to alternates. Please make sure you receive a response acknowledging receipt of your email.
	Scratches made before 5 PM Tuesday , will allow for alternates to be named in the meet program and scratches to be acknowledged as well. Patches are given to the original top 20 swimmers and anyone else participating on meet day.
	After Tuesday 8 PM, scratches should continue to be reported to NVSLTechnology@gmail.com . Please make sure you receive a response acknowledging receipt of your email. On meet day, Team Reps are to advise the Scratch Table of any last-minute scratches.
Meet Officials	Each Div. Coordinator will let teams know their requirements for Meet Officials and Volunteers. Team Reps are to provide names and emails to their Div. Coordinator by 5 PM, Tues. Failure to provide a name prior the publication cutoff times does not relieve the Division/Team of their obligation. Officials working the 1st session should check-in and report for instruction no later than 7:30 am. Officials for the 2nd session should check in no later than 10:00 am and be ready for instruction.

<p>All Star T-shirts and Caps</p>	<p>After receiving your list of All Stars, submit your Team Order Form to purchase All-Star Shirts, Swim Caps and Programs. Order forms can be found on mynvsl.com under the Document Tab. Team orders will receive a discount. Teams will be guaranteed T-shirts in the sizes and quantities ordered if the team order is sent to designated email by no later than Tuesday, July 25th, before 5pm. Orders can be placed after that time and will be filled with supplies available. Orders will be available for pickup and team payment will be collected on Friday, July 28th, during the Merchandise pick-up event/pool area familiarization at Orange Hunt pool from 7:30-10:30a. Any unfilled orders and Team Orders of Meet Programs will be available on Meet Day for pick-up by the person designated by the team rep.</p> <p>Find the All-Star merchandise link here: https://www.mynvsl.com/documents?folder_id=35792</p> <div data-bbox="358 512 1495 961" data-label="Image"> <p style="text-align: center;">Shirt Color: Sapphire</p> </div>
<p>Meet Programs</p>	<p>Pre-order meet programs. A limited supply will be available at the meet.</p>
<p>Happy Ads</p>	<p>The deadline for submission of the Meet Program Happy Ads is 5 PM Tuesday. Ads submitted after that time cannot be accepted. Ads must be submitted electronically to nvslhappyads@gmail.com (PDF or JPG format preferred) and in its final version. Payment (checks made out to NVSL or cash) may be received at Merchandise pick-up or mailed to: NVSL c/o Michele Bergen, 7636 Webbwood Court, Springfield, VA 22151 and received by Monday, July 31.</p> <p>Information to submit Happy Ads can be found here: https://www.mynvsl.com/documents?folder_id=35792</p> <p>Direct questions to nvslhappyads@gmail.com</p>
<p>Pool Familiarization</p> <p>Merchandise Pick-up</p>	<p>The League welcomes Team Reps, Coaches and Swimmers to visit Orange Hunt on Friday morning between 7:30 AM – 10:30 AM to pick up All-Star merchandise and see the facility. Swimmers will NOT be allowed to get in the pool on Friday morning. There will be limited parking at Orange Hunt Pool. You may park in the surrounding neighborhood. Please be considerate by obeying posted signs and not blocking driveways.</p> <p>All-Star T-shirts, Swim Caps, and meet programs will be available for purchase; a Happy Ads representative will be there to take payments.</p>

Meet Day:

<p>Shop NVSL</p>	<p>Pre-sale Meet Programs will be available for pick-up - COUPON MUST BE TURNED IN. NVSL Apparel, All-Star Shirts, Swim Caps and Programs can also be purchased at the meet.</p>
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<p>Team Areas</p>	<p>Anyone near or on OH pool property before 7AM will be considered to be trespassing and local authorities will be notified.</p> <p>Team areas may be set up in the Orange Hunt Pool parking lot NO EARLIER THAN 7 AM on Saturday morning. Tents that are set up prior to 7AM on meet day will be removed.</p> <p>Teams will access the lot through the OH pool property entrance to set up Team Areas. There will be a volunteer onsite to welcome teams and take them to the next available Team Area. Teams may set up in designated areas as marked on the parking lot. We encourage all teams to bring chairs, blankets, etc. since the parking lot is the team area.</p> <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> ● The NVSL and Orange Hunt will assign locations for Division 1 pools to avoid the rush to choose a spot and set up tents from those teams with the most participants. ● For teams sending 1-2 swimmers, Orange Hunt will provide a “Single Swimmers” tented area and a covered pavilion near the tennis courts. Due to space limitations, there will not be locations assigned for these teams. Please bring chairs. ● Teams from one division are welcome to reach out and organize a Team Area, under one tent, for their Division. <p>For others, tents and awnings are strongly encouraged. Grills, generators, and fires are NOT allowed in the team areas.</p> <p>No access to bath house changing rooms or bathrooms will be permitted for participants or spectators. Portable restrooms will be in the pool parking lot/team areas.</p> <p>As always, Coaches are responsible for ensuring that their swimmers report to the Clerk-of-Course on time.</p>
<p>Parking</p>	<p>No parking will be available at the pool parking lot. Parking will be on-street parking in the Orange Hunt neighborhood. The Fairfax County Police Department will provide traffic safety at key points for pedestrian safety. Marshals will also be on-hand to assist with parking and enforcing parking restrictions.</p> <p>Please do not park in intersections or block fire hydrants or driveways and be courteous and respect the OH Community.</p> <p>Limited Officials parking (for working officials only) will be provided on the streets closest to the pool.</p> <p>Handicapped attendees may be dropped off at the entrance to the pool parking lot at the marked Swimmer Drop Off. A limited number of pre- arranged Handicapped Parking spaces will be available in the entrance to the pool parking lot the day of the meet.</p> <p>Anyone needing handicapped parking must make prior arrangements with the OH Meet Coordinator (swim@orangehunswimclub.org). People who do not make prior arrangements will not be able to utilize the Handicapped Parking.</p>
<p>Swimmer Drop Off</p>	<p>The designated Swimmer Drop Off area is located at the entrance to the pool at Reynard Drive and Bridle Wood.</p> <p>To reach the drop-off zone, take Huntsman Boulevard to Houndmaster Road, then turn on to Reynard Drive. On July 29th Reynard Drive will be one-way only and will be used ONLY for swimmer drop-off traffic. Swimmers will be dropped off at the pool driveway, at the intersection of Reynard Drive and Bridle Wood Drive, where they will walk a short distance to the entrance of Orange Hunt Pool.</p>

	<p>Drivers should proceed down Bridle Wood Drive to access parking in the surrounding neighborhood. There is no parking on Reynard Drive, Jenny Dee, or Fox Ridge Road.</p> <p>Please note that teams, swimmers, and families should avoid the back side of the property. The walk to get from that side to the pool is not an actual pathway. It's very steep and if there has been rain, it may be impassable.</p>
Check-In	<p>Upon arrival, Team Reps and the Head Coach should report to the Team Rep/Coach/VIP Check-in area (in front of the OH Pool Clubhouse) to sign-in and receive your team's meet program, the Coaches' meet sheet, and the Team Rep and Coaches wristbands for access to reserved viewing areas. Patches will also be available for pick-up.</p>

Viewing Areas – Single-Event	<p>There are designated viewing areas for Team Reps and Coaches to rotate through. Viewing areas are limited and allow for <u>one Team Rep and one team coach.</u></p>
	<p>Orange Hunt pool will open to the public at 7:30 AM.</p>
	<p>Since this meet is providing <u>SINGLE EVENT VIEWING THIS YEAR</u>, there will be no reserving on bleacher seats. Marshals will remove materials covering bleachers to “reserve” seats. Please make your families and swimmers aware of the single event viewing plan for this year. Umbrellas are not permitted in the bleachers.</p>
	<p>Deck area surrounding the bleachers will be limited. To facilitate the movement of pedestrian traffic on the deck, certain areas will be designated “NO STANDING” and a Marshal will be positioned to maintain pedestrian flow.</p>
	<p>The Orange Hunt guardhouse and facilities will NOT be open to the public.</p> <p>An area for handicapped seating is available next to the Team Rep Viewing Area.</p> <p>All swimmers, coaches, and spectators should enter the meet through the team area and proceed to the pool's main gate. Everyone should exit the pool from the main gate and go back to the parking lot/team areas. This will enable a one-way traffic flow from the team area to the pool, and back to the parking lot. As swimmers exit the pool, traffic will be temporarily stopped to allow them to proceed to the Awards Area.</p> <p>Single event viewing bleachers will be available. Please follow directions to enter and exit the single event viewing bleachers. There will also be standing room-only viewing areas. Chairs are not permitted on the Orange Hunt pool grounds. The Orange Hunt Pool guardhouse and facilities will NOT be open to the public.</p>

Stroke Warm-ups	<p>There will be <u>NO GENERAL WARM-UP BEFORE THE MEET</u>. Two, ten-minute, stroke-specific warm-ups will be held before each stroke (starting with Butterfly this year). Warm-up will be broken into two groups: Group 1 (12 & Under), and Group 2 (13 & Over). Warm-up for Group 1 for Butterfly swimmers will be from 7:45-7:55 AM. This warm-up format will be continued prior to the first event for each stroke.</p> <p>Since the warm-up Groups are age-specific, all lanes can be used by the swimmers in each group.</p> <p>All swimmers must enter the pool FEET FIRST during general warm-ups. Swimmers must clear the pool in a timely manner. Entrance to the pool for Warm-Ups will be through either the main gate or through the “Swimmer Only” entrance at the Clerk of Course.</p> <p>One Coach per team is permitted on deck during warm-ups.</p> <p>Events will start NO Earlier than 8:30 AM for Butterfly, 9:40 AM for IM, 10:50 AM for Freestyle, 12 PM for Backstroke, and 1:10 PM for Breaststroke.</p>
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Clerk-of-Course	Coaches are responsible for ensuring their swimmers report to Clerk-of-Course on time. Alternates should report to the Clerk of Course when their event is called. Alternates will be escorted to the deck and will be placed in the meet, should a seeded swimmer not be available to compete.
DQs	If a disqualification occurs, the Team Rep will be notified immediately after the heat <u>only IF</u> that Team Rep is available in the Team Rep viewing area. The swimmer will be notified of his or her DQ in the event before leaving the deck.
Results	As events end, results will be posted at the meet and on Meet Mobile. Full results can be found on the NVSL website after the conclusion of the meet.
Awards and Patches	Medals and rosette ribbons are awarded to all swimmers and alternates following each event.
Photography-Group Pictures	As in the past, a professional photographer will be present to take photos of the participants in each event, following the presentation of awards. However, the photos will now be available for download approximately three to four weeks after the meet. Simply go to https://nvslallstars.smugmug.com to locate the awards photo from your swimmer's event. Images are organized based on the order they were swum at Individual All Star this year. The site is password protected---check with your division coordinator for the password. Photos can also be purchased from this site.
Concessions and Vendors	<p>General Concessions at OH's Shark Shack will serve Anita's burritos, donuts, bagels, and fruit for breakfast and chick-fil-a sandwiches and pizza for lunch in addition to other concessions of snacks, candy, ice cream, and drinks. Additionally, there will be a Satellite Concessions tent near the Team Area with drinks and limited snacks. Concessions will accept cash and electronic payment in the Shark Shack. The Satellite Concessions will be cash only.</p> <p>NVSL advertisers will have products for sale throughout the morning and afternoon. Please support Orange Hunt's concessions and all our NVSL and Orange Hunt advertisers!</p>

Team Rep To-Do List:

Saturday

Divisional Meets

- ASAP - Div host pool **submit Hytek Meet Back-up file** to NVSLTechnology@gmail.com
- All Star Selection Meeting for Division Coordinators only
- Receive notification of Individual All Star Qualifiers and Alternates in evening

Sunday

- Email scratches to DC and NVSLTechnology@gmail.com
- Submit **IAS Order form** for T-shirts/caps/programs to Oharas1@cox.net
- Submit Happy Ads to nvslhappyads@gmail.com

Monday

- Submit Happy Ads to nvslhappyads@gmail.com
- Email scratches to DC and NVSLTechnology@gmail.com
- **Meet officials' names and email** due DC by 8 PM

Tuesday

- Email scratches to DC and NVSLTechnology@gmail.com by 5pm to make program
- **Deadline Happy Ads submission at 5 PM**
- **Deadline** to submit IAS Order form for T-shirts/caps/programs at 5 PM

Wednesday

- Email scratches to DC and NVSLTechnology@gmail.com

Thursday

- Email scratches to DC and NVSLTechnology@gmail.com

Friday

Pool Familiarization at Orange Hunt, 7:30 to 10:30 AM

- Merchandise Pick-up - Pay and pick-up IAS pre-orders
- Remit payment for Happy Ads
- Email scratches to DC and NVSLTechnology@gmail.com

Saturday

Individual All Stars at Orange Hunt, 8:30 AM

- Set up team area (after 7 AM)
- Check-In (after 7:30 AM)
- Pick up All-Star Apparel orders and Meet Programs orders
- Take late scratches to Scratch Table
- Visit concessions and vendor/advertiser booths
- Enjoy the competition

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Timeline

- 7:00 AM Team Areas open for set up
- 7:15 AM Early Marshals Briefing
- 7:30 AM 1st half officials report to Check-in station
- 7:30 AM Pool Grounds Open
- 7:45 AM Butterfly Warm Up – Group 1 begins (12 & Under)
- 7:45 AM Officials and Timers Briefing for First Half
- 7:55 AM Butterfly Warm Up – Group 2 begins (13 & Over)
- 8:05 AM Butterfly Warm Up ends, pool cleared
- 8:15 AM First two events called to Clerk of Course
- 8:20 AM Officials go to positions, time check
- 8:25 AM Colors Presented by Military District of Washington Armed Forces Color Guard and National Anthem performed by Isaac Ermarth and Rob Prunty
- 8:30 AM Meet Starts
 - Following conclusion of Butterfly, two 10-minute warm up groups for IM
- 9:40 AM Earliest time that IM can start
 - Following conclusion of IM, two 10-minute warm up groups for Freestyle
- 10:45 AM 2nd half officials report to Check-in station
- 10:50 AM Earliest time that Freestyle can start
 - Following conclusion of Free, two 10-minute warm up groups for Backstroke
- ~11:30 AM Officials Briefing for Second Half
- 12:00 PM Earliest time that Backstroke can start
 - Following conclusion of Back, two 10-minute warm up groups for Breaststroke
- 1:10 PM Earliest time that Breaststroke can start
- 2:20 PM Target time for completion of meet