

# JSL CHAMPS – PARENTS’

## M E M O R A N D U M



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The 58<sup>th</sup> Annual Jefferson Swim League Championship (“JSL Champs”) meet is the culmination of the 2024 summer swim team season, bringing together thousands of swimmers and spectators from three divisions and 17 area teams. This Memo is divided into three sections: (I) Overview and Logistics, (II) Day-of-Meet Procedures, and (III) Attachments (Sponsors, detailed schedule, map, and building diagrams). We invite you to review it carefully to find all the relevant information you need for a safe, spirited, and fun-filled JSL Champs competition!

### I. OVERVIEW AND LOGISTICS

#### TIME/LOCATION

July 26-27, 2024

Brooks Family YMCA

[151 McIntire Park Drive](#)

Charlottesville, VA 22902

Parent, Spectator, and Guest Parking

[1400 Melbourne Road](#)

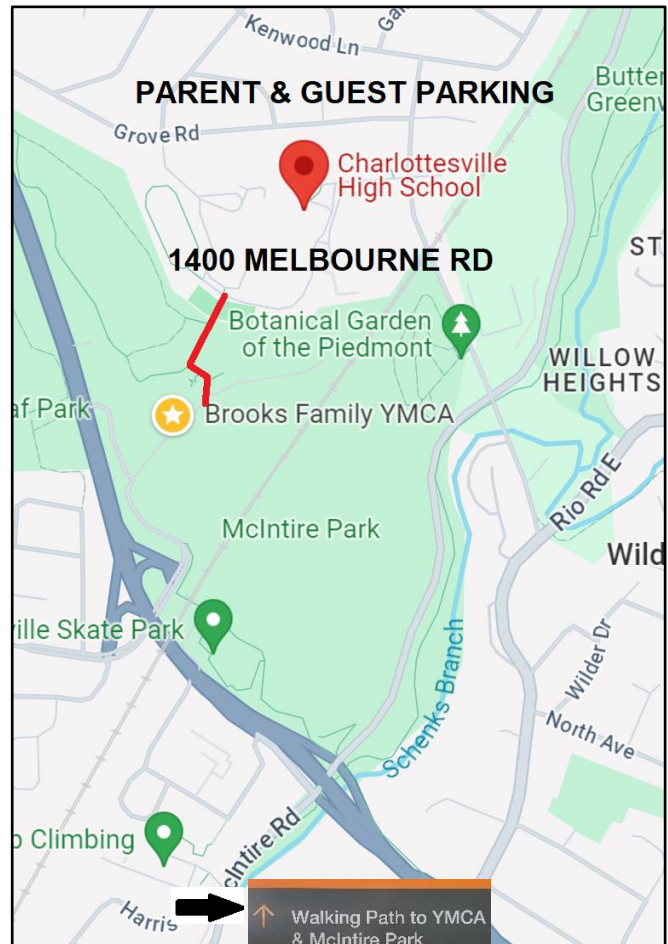
Sessions are divided by age group as follows:

- Friday am: 11–12 year-olds
- Friday pm: 13-14, 15–18 year-olds
- Saturday am: 5- 8 year-olds
- Saturday pm: 9-10 year olds

For detailed time information, see the “2024 Championship Meet Schedule” on page 7.

#### PARKING:

Parents, Spectators, and Guests **MUST** park in the lots at Charlottesville High School (see map). Improperly parked cars are subject to towing. When entering off of Melbourne Rd, take the first left and wind around to the back of the school. There is a path (shown in red on map) between the tennis courts that is a short walk from CHS to the Brooks YMCA. Look for this sign.



**Note:** Several construction projects are taking place at CHS. Watch for and avoid areas with signage, cones or markings that designate areas that are off-limits. Construction should not affect JSL parking, but we want all attendees to be aware of the projects. **Also, please do not leave trash or other belongings behind!**

**\*\*SPECIAL PARKING IS AVAILABLE FOR ALL VOLUNTEERS, OFFICIALS, COACHES, AND HANDICAP PERSONS:** a JSL issued parking pass or valid handicap placard or license plates will be required. Cars without properly displayed parking passes or parked improperly are subject to towing. **VOLUNTEER & GET GREAT PARKING! Lunch is provided for those volunteers/coaches/officials who work both sessions in one day;** a ticket will be required. **VOLUNTEER ALL DAY AND GET A FREE LUNCH!** Email [jsslchampsvol@gmail.com](mailto:jsslchampsvol@gmail.com) to contact volunteer coordinators, Holly Goforth and Jennifer Lunsford, if you have any questions. \*\*

**NO PETS ARE ALLOWED ON THE YMCA PROPERTY!**  
FIND THE MOST UP TO DATE CHAMPS INFO (Heat Sheets, Warm-up Times, etc.) [HERE](#)  
SEE DETAIL AREA AND BUILDING DIAGRAMS on pages 8 and 9 of this memo.

## **IN CASE OF EMERGENCY/IF SOMEONE (OR SOMETHING) IS LOST**

### **MEDICAL ATTENTION/LOST CHILD OR FAMILY MEMBER**

The centrally located front desk in the YMCA main floor lobby is the designated spot for lost swimmers and family members or those in need of first aid. The first aid area is located near this desk, and the Charlottesville Fire Department will be on hand throughout the meet to provide additional medical assistance as needed. See building diagrams on page 9.

### **SEVERE WEATHER OR BUILDING EMERGENCY**

**The YMCA pool is properly grounded so thunder or lightning do not stop the meet.** However, in the event of thunderstorms, meet attendees will be directed from the Outdoor Team Areas and into the YMCA gym. Due to space considerations, please bring only your valuables (no coolers) inside. If parking in the immediate YMCA parking lot, you may wait out the storm in your vehicle.

#### **• MEET DELAY V. CANCELLATION**

In the event a weather or emergency event necessitates the cancellation of the meet, swimmers will be returned to their Team Areas. Otherwise, all swimmers who have checked in with the Clerk of Course should stay with their heats and JSL volunteers until further determinations are made regarding the meet's continuation.

#### **• BUILDING EVACUATION**

If a building emergency necessitates an evacuation of the YMCA, sirens will sound and *everyone* must leave the building. Volunteers will escort swimmers on deck or with the Clerk of Course to safety, and spectators should follow the guidance of YMCA staff, who will direct them as appropriate.

### **LOST AND FOUND**

During Champs, misplaced items will be taken to the Volunteer Check-in Desk, where they can be retrieved through the end of the meet. After the meet, Items will be logged in a google drive accessed via a QR code per directions on page 10. Unclaimed items will be donated after August 30th.

### **WHAT TO BRING/WEAR**

Swimsuits, goggles, caps, towels, snacks, sunscreen, additional clothing for sun or warmth, water bottles, chairs, blankets, snacks, games, drinks, sharpies. Sharpies are fine for body art but no body paint please.

While you may pack your own food, food delivery to the meet is prohibited. Similarly, alcoholic beverages are strictly prohibited and will result in your swimmer's potential forfeiture from the meet. Smoking is not allowed anywhere inside, outside close to the YMCA, or any areas where there may be swimmers.

### **SPORTSMANSHIP, CONDUCT, AND RESPECT**

JSL volunteers and event staff are responsible for enforcing all rules and regulations to optimize the meet efficiency and safety of all involved. All participants and guests must comply with all rules and directions of event volunteers and staff. Violators risk expulsion from the meet.

### **SPECTATOR INFORMATION:**

**IMPORTANT: Spectator viewing will be WATCH & GO ONLY.** Spectator capacities are very limited, there will be no seating. We rely heavily upon spectator cooperation so everyone can see their swimmer's events.

We must maintain a minimum of a three-foot walkway throughout the YMCA facility at all times. **Lobby and viewing deck capacities are limited.** Spectators will wait on the patio outside of the front doors of the YMCA until their event is called. Spectators will be invited into the lobby 1 event at a time and organized by heat. Heats will be ushered into the lobby by volunteers and event staff. Spectators will make their way along the viewing deck to watch their swimmer's event and exit at the far end of the viewing deck via stairs. ADA exit option is available via the lobby. It is imperative that all spectators are respectful of all volunteers, staff, and other attendees so everyone may see their swimmer's events. See building diagrams on page 9.

**Note that events will be announced through a loudspeaker outside of the YMCA and also via live Twitter feed (now X at [x.com/JSLChamps](https://x.com/JSLChamps)). Get directions for setting up a Twitter (now X) account [HERE](#).  
FIND THE MOST UP TO DATE CHAMPS INFO (Heat Sheets, Warm-up Times, etc.) [HERE](#)**

### **CONDUCT OFF-DECK**

When swimmers are not on deck, parents are responsible for the safety of their children and should ensure that they are not climbing trees, equipment, or engaging in other behaviors that put them or others in harm's way. Alcohol is strictly prohibited, as is smoking near swimmers/team areas; either could result in your expulsion from the meet and your swimmers' potential meet forfeiture.

### **TEAM AREAS**

Each team will have its own "Team Area," where all swimmers will check in with their coaches upon arrival. (See Map on page 8) In accordance with YMCA regulations, smoking, alcoholic beverages, and pets are strictly prohibited. Personal tents are allowed in the team areas. **NO SPECTATORS OR SWIMMERS ARE ALLOWED ON THE SOFTBALL FIELDS.** Please stay in the grassy areas designated for the JSL teams. *In the event of lightning, and per the direction of YMCA/JSL officials, meet participants must leave Team Areas and move indoors to the YMCA gym.*

### **PHOTOGRAPHY**

Photography is prohibited behind the starting blocks, including from the stands. Flash photography is not allowed in the stands or on the pool deck. Each team is allowed one team photographer on deck who must be registered with the volunteer coordinators and display their JSL Deck pass.

#### **• GENERAL RULES: TEAM AND POOL AREAS**

The JSL complies with COPPA and USA Swimming regulations regarding the use and sharing of pictures of youth swimmers. The JSL requires that all pictures on JSL digital and social media pages be provided *only* by designated team photo representatives and meet these criteria: directly related to JSL activities and mission; in compliance with USA Swimming rules; free of any licensed or trademarks images or statements; and used only with permission from the photographer/videographer and youth swimmer(s).

#### **• SPECIFIC CONSIDERATIONS FOR POOL AREA**

Photography in the YMCA pool area is limited to *observers in the stands by spectators, who should only photograph their own swimmer(s); photography by volunteers on deck is not allowed.* NO flash photography or photography of swimmers from behind the blocks is allowed, including from the stands. If YMCA or JSL officials observe spectators violating these rules, they will be escorted out of the YMCA for the duration of the meet.

### **FOOD, BEVERAGE, MERCHANDISE**

A number of food and beverage options are available for purchase during JSL Champs. Various Food Trucks will be available for food and beverage purchases. The current food truck schedule is:

- Friday - Chick-Fil-A, Got Dumplings, Kona Ice, and Buzzing Bee Coffee.
- Saturday - Raclette Man (chicken tenders, grilled cheese, etc), Got Dumplings, Kona Ice, and Buzzing Bee Coffee.

Kindness Cafe in the lobby of Brooks YMCA will be open Friday 8am-5pm and Saturday 8am-noon; Saturday afternoon hours are still TBD.

Alcoholic beverages are not permitted.

Swim & Tri will be set up in the YMCA lobby to sell JSL Champs T-shirts and other awesome swim gear!

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**See detail area and building diagrams on pages 8 and 9 of this memo.**

**FIND THE MOST UP TO DATE CHAMPS INFO (Heat Sheets, Warm-up Times, etc.) [HERE](#)**

## II. MEET DAY PROCEDURES

### UPON ARRIVAL

**See the attached "2024 Championship Meet Schedule"** on page 7 to determine your swimmers' arrival time; given potential traffic and parking concerns, please plan to arrive early. Upon arrival, swimmers should proceed to their Team Areas, where they will check-in with their coaches and receive color-coded wristbands with race information; swimmers must wear these wristbands throughout the duration of their swim session. Swimmers without wristbands are NOT permitted on deck.

After team warm-ups, swimmers will return to their Team Areas until their events are called to the Clerk of Course. *\*\*6 & under swimmers are the exception; because they will be swimming in the first relay(s) of the meet, they will return directly from warm-ups back to the Clerk of Course.*

### CLERK OF COURSE/ANNOUNCEMENTS/LIVESTREAMING

Events and meet-related announcements will be called in two ways: via loudspeaker outside the YMCA and via a live **Twitter feed (now X at [x.com/JSLChamps](https://x.com/JSLChamps))**. Pay attention to all announcements.

The Clerk of Course will be well-marked and located on the bottom level of the YMCA in the GYM (see building diagrams on page 9). Only coaches, officials and swimmers are allowed at the clerk of course. **NO PARENTS ARE ALLOWED AT THE CLERK OF COURSE.** *All swimmers* are required to go to the Clerk of Course when their events are called. This includes older swimmers who might be serving as coaches.

***For 6-8 year old swimmers:*** Team Leaders will escort these swimmers to the Clerk of Course, where they will be directed to the pool. At the conclusion of their events, these swimmers will be directed back to the Clerk of Course, where Team Leaders will escort them back to their Team Areas.

***All other swimmers:*** While coaches and team volunteers will assist in directing swimmers to the Clerk of Course, it is the swimmers' responsibility to timely report to the Clerk of Course and to return to their Team Areas at the conclusion of their events. The meet does not stop and wait for a tardy swimmer.

Livestreaming is on YouTube [HERE](#).

FIND THE MOST UP TO DATE CHAMPS INFO (Heat Sheets, Warm-up Times, etc.) [HERE](#)

See detail area and building diagrams on pages 8 and 9 of this memo.

## **SPECIAL THANKS TO OUR PRESENTING SPONSOR!**

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# SPECIAL THANKS TO OUR OTHER SPONSORS!

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[CLICK ON PICTURE FOR UP-TO-DATE CHAMPS INFO](#)

Including Heat Sheet, Warm-up Times, etc.



# 2024 - Championship Meet Schedule at YMCA

**\*\*\*\* FINAL \*\*\*\***

(Revised 7/22/2024 – Coaches Relay Moved to Saturday)

## Changes from TENTATIVE Schedule in RED below.

### FRIDAY MORNING 7/26/2024 (SESSION 1)

(Swimmers on deck ONLY to swim assigned events - DIVE OVER STARTS WILL BE USED)

- 8:00AM..... Building and Deck open for WORKERS ONLY to finalize set up, etc.  
9:00AM..... Volunteers arrival – marshals, T-shirt sales, refreshments  
9:30AM..... Building opens for swimmers and teams  
T-shirts, etc. go on sale  
9:45AM – 10:45AM..... Friday Morning 11-12 warm-ups per schedule & lanes  
11:00AM..... Session 1 starts with the following:  
**All 11-12 BOYS and GIRLS**  
Events to run in following JSL order: (warm-up pool NOT open during events)  
5, 6, 15, 16, 25, 26, 35, 36, 45, 46, 55, 56, 65, 66, 75, and 76  
1:25PM..... **APPROXIMATE** end of Friday Morning Session  
(There are NO individual or team awards following this session)

### FRIDAY AFTERNOON 7/26/2024 (SESSION 2)

(Swimmers on deck ONLY to swim assigned events - DIVE OVER STARTS WILL BE USED)

- 1:15PM..... **APPROXIMATE** Swimmers and volunteer arrival (ARRIVE EARLY to be sure!)  
2:00PM - 3:15PM..... **APPROXIMATE** Friday Afternoon 13 & over warm-ups per schedule & lanes  
3:30PM..... **APPROXIMATE** start of Session 2 with the following  
**All 13-14 & 15-18 BOYS and GIRLS**  
Events to run in following JSL order: (warm-up pool will be open during events)  
7, 8, 9, 10, 17, 18, 19, 20, 27, 28, 29, 30, 37, 38, 39, 40, etc. through 80  
6:45PM..... **APPROXIMATE** end of Friday Afternoon Session  
**ADULT 100Y FREESTYLE RELAY TO FOLLOW**  
(There are NO individual or team awards following this session)

### SATURDAY MORNING 7/27/2024 (SESSION 3)

(Swimmers on deck ONLY to swim assigned events - NO DIVE OVER STARTS)

- 7:15AM..... Building opens for WORKERS and VOLUNTEERS ONLY  
7:30AM..... Building opens for swimmers  
Refreshments set up and T-shirts, etc. go on sale  
7:45AM – 9:00AM..... Saturday Morning 8 & Under warm-ups ONLY as per schedule & lanes  
9:15AM..... Start of Session 3 with the following  
**All 5-6 and 8 & Under BOYS and GIRLS**  
Events to run in following JSL order: (warm-up pool NOT open during events)  
P1, 11, 12, P21, P22, 21, 22, 31, 32, P41, P42, 41, 42, 51, 52, 61, 62, 1, and 2  
\*\* Note that events 1 and 2 are swum last. \*\*  
12:10PM..... **APPROXIMATE** end of Saturday Morning Session  
(There are NO individual or team awards following this session)

### SATURDAY AFTERNOON 7/27/2024 (SESSION 4)

(Swimmers on deck ONLY to swim assigned events - DIVE OVER STARTS WILL BE USED)

- 12 Noon..... **APPROXIMATE** swimmer and volunteer arrival (ARRIVE EARLY to be sure!)  
12:45PM – 1:45PM..... **APPROXIMATE** Saturday Afternoon 9-10 warm-ups as per schedule & lanes  
2:00PM..... **APPROXIMATE** start of Session 4 with the following  
**All 9-10 BOYS and GIRLS**  
Events to run in following JSL order: (warm-up pool NOT open during events)  
3, 4, 13, 14, 23, 24, 33, 34, 43, 44, 53, 54, 63, 64, 73, and 74  
4:50PM..... **APPROXIMATE** end of Saturday Afternoon session  
**COACHES 100Y MEDLEY RELAY TO FOLLOW**  
5:20PM..... **APPROXIMATE** start of Awards Ceremony for TEAM AWARDS

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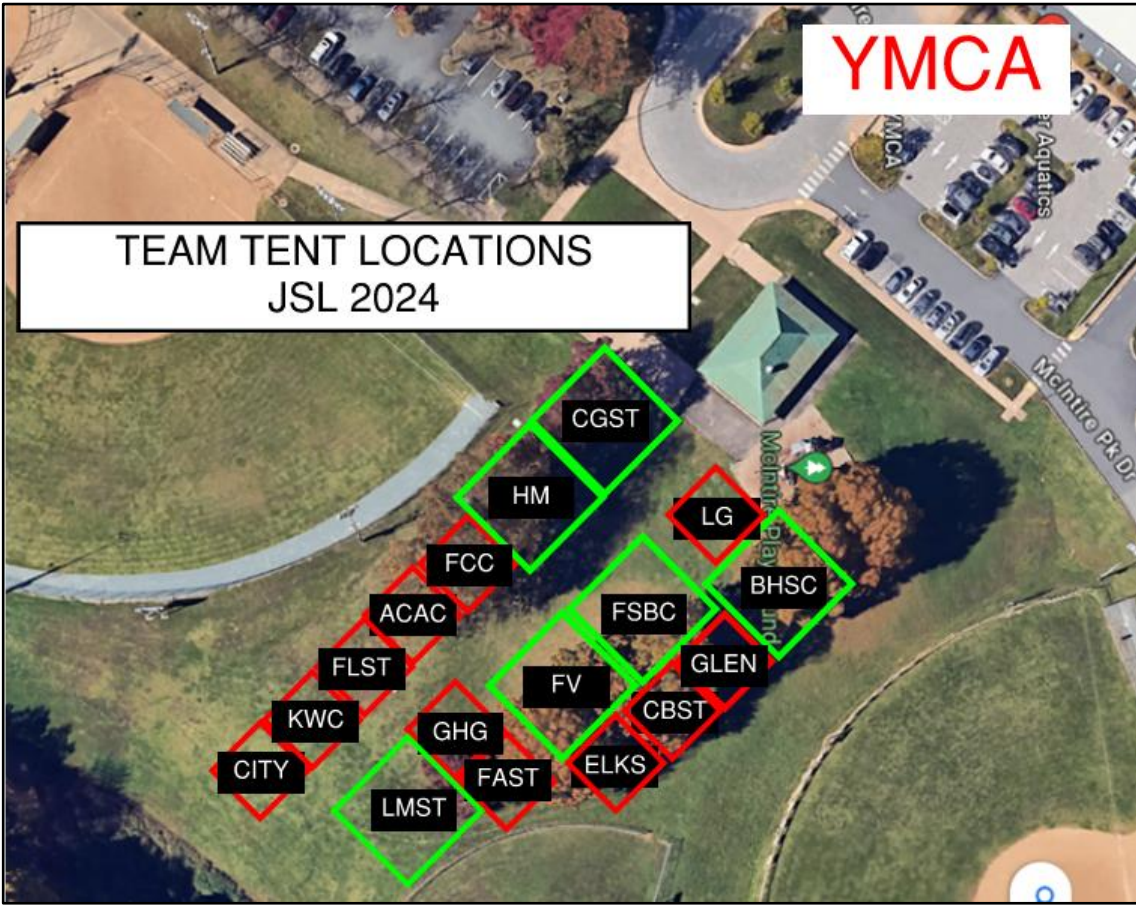
## AREA MAP



## TENT AREA



TEAM TENT LOCATIONS  
JSL 2024







# JSL Championship 2024

## LOST and FOUND

Scan the QR Code to search for your missing item. If you find your missing item, please email with the item number to the JSL Lost and Found Gmail below, and the team will assist with returning your item during one of the scheduled times below.

[jsl.champs.2024.lostandfound@gmail.com](mailto:jsl.champs.2024.lostandfound@gmail.com)



Scheduled Lost and Found Return Times:

### July 26 and 27, 2024

- 9 AM – 5 PM
- Brooks family ymca

### August 3, 2024

- 9 AM – 11 AM
- Charlottesville Self Storage
- 1501 Avon Street Ext, Charlottesville, VA 22902
  - o Unit D44

**After August 30, 2024, all items will be donated.**

**Please consider donating to the JSL by scanning the QR code.**



Email LOST and FOUND at [jsl.champs.2024lostandfound@gmail.com](mailto:jsl.champs.2024lostandfound@gmail.com)