

READY BENCH

Procedures

1. The Ready Bench is the key to keeping the meet on schedule. They organize the swimmers into heats before the start of each event.
2. The Ready Bench lead people from both teams meet with all volunteers assigned to the Ready Bench and work together on how the ready bench will operate to ensure efficiency.
3. The Age Group Parents will bring 10 and under age swimmers over to the Ready Bench 2-3 events before the event they are swimming. Swimmers 11 and up are not required to go to the ready bench except for relays.
4. The Ready Bench volunteers will verify each swimmer or relay team is on the heat sheet (i.e. with their name, correct event, heat, and lane) for the event coming up.
5. Check the official heat sheet to verify that all swimmers on the list are present. Notify the age group parents of any missing swimmers not on the official heat sheet.
6. The Ready Bench will line up the swimmers from all teams according to the event and heat and place them in their appropriate starting block lane.