



Dragon Fire Invitation Swim Meet

Location: The British School of Beijing, Shunyi Indoor Swimming Pool

South Side, No. 9 An Hua Street, Shunyi District, Beijing, China 101318

北京市顺义区天竺开发区安华街9号南院 101318

Meet Scale: Three teams and 100 participants at most, please sign up soon

Team: 1. Beijing Dragon Fire Swim Team (BDFS) (First 50 swimmers that sign up)

2. British school of Beijing (BSB) (First 25 swimmers that sign up)

3. Dulwich College of Beijing (DCB) (First 25 swimmers that sign up)

Time: Dec 6th, 2014 (Saturday) 14:00 -16:30

Warm up: 14:00-14:30

Hip-Hop Performance (Dragon Fire Hip-Hop class):14:30-14:40

Meet start: 14:40-17:00

Fees: 120RMB per swimmer

Award offer: Every swimmer get meet ribbons and Tube Station Pizza, each event first will get TYR swim cap

Event #	Event Name	Event #	Event Name
1	Girls 6 & Under 25 Backstroke	19	Girls 11-12 50 Butterfly
2	Boys 6 & Under 25 Backstroke	20	Boys 11-12 50 Butterfly
3	Girls 7-8 50 Backstroke	21	Girls 13-14 100 IM
4	Boys 7-8 50 Backstroke	22	Boys 13-14 100 IM
5	Girls 9-10 50 Backstroke	23	Girls 15 & Over 100 IM
6	Boys 9-10 50 Backstroke	24	Boys 15 & Over 100 IM
7	Girls 11-12 100 Backstroke	25	Girls 6 & Under 25 Freestyle
8	Boys 11-12 100 Backstroke	26	Boys 6 & Under 25 Freestyle
9	Girls 13-14 100 Backstroke	27	Girls 7-8 50 Freestyle
10	Boys 13-14 100 Backstroke	28	Boys 7-8 50 Freestyle
11	Girls 15 & Over 100 Backstroke	29	Girls 9-10 50 Freestyle
12	Boys 15 & Over 100 Backstroke	30	Boys 9-10 50 Freestyle
13	Girls 6 & Under 25 Breaststroke	31	Girls 11-12 100 Freestyle
14	Boys 6 & Under 25 Breaststroke	32	Boys 11-12 100 Freestyle
15	Girls 7-8 50 Breaststroke	33	Girls 13-14 100 Freestyle
16	Boys 7-8 50 Breaststroke	34	Boys 13-14 100 Freestyle
17	Girls 9-10 50 Breaststroke	35	Girls 15 & Over 100 Freestyle
18	Boys 9-10 50 Breaststroke	36	Boys 15 & Over 100 Freestyle

Dragon Fire Swim Meet Volunteer Position

Medals and Ribbons: 3

Runner: 2

Timer: 18

Information Table: 2

Tube Station Pizza table: 2

Computer operate: 2

Medals and Ribbons

The Medals and Ribbons Volunteers will receive printed labels and lists after each event is completed. These labels will be attached to ribbons and medals according the information on the labels. Completed ribbons and medals will be sorted into boxes by school for each coach to pick up at the conclusion of each day.

Runner

The runner is responsible for a variety of tasks that keep the meet moving along smoothly. After each events are completed (girl/boy), collect the time sheets from each lane and deliver to swim office. The swim office will be preparing results sheets that must be posted. About once each hour or when you have time available, deliver water/soda from the coolers on deck to the timers, marshals, and other volunteers. Check in the coaches room and do any cleanup that is necessary. Additional duties may be assigned.

Computer operator

Make any changes to swimmers/events as requested. Receive information from Time Clock system and process. This may require some data entry and verification via the time sheets. Print results sheets, award labels, etc. Send information to Meet Mobile system. Please check in at the information table prior to coming to the swim office for your shift.

Information Table

The information table will be most busy at the beginning of each shift as visiting swimmers and teams arrive for the meet. You will be working with the Entrance Host to answer questions and direct people to the proper places around BSB. Please make sure you are familiar with the food serving areas, restrooms and lockers, swimmer relaxation areas, gift table, nurse station, coaches room, etc. In addition, you will be responsible for checking in all volunteers as they arrive to work their shifts. You must give each a PST Volunteer tag to wear, asking them to return it to the table at the end of their shift. You may be giving them supplies as well, depending on their assigned job. Some will arrive not knowing their responsibilities. You will have a job description for each job to share with those who need assistance. You may also be selling meet programs.

~~~~~  
**Parents (Full Name) \_\_\_\_\_ Volunteer on Dec 6<sup>th</sup> 2014 as a \_\_\_\_\_**

## Student Sign Up

Tel: \_\_\_\_\_

Email: \_\_\_\_\_

Parent name \_\_\_\_\_

Swimmer Family name: \_\_\_\_\_ First name \_\_\_\_\_

Birthday: \_\_\_\_\_ Month \_\_\_\_\_ Date \_\_\_\_\_ Year \_\_\_\_\_

Team: BDFS  BSB  DCB

Event number: \_\_\_\_\_ Time: \_\_\_\_\_

Event number: \_\_\_\_\_ Time: \_\_\_\_\_

Event number: \_\_\_\_\_ Time: \_\_\_\_\_

**Please sent this form and fees to the different person of the swim pool before next Wednesday (Dec 3<sup>rd</sup>, 2014)**

CISB pool: To assistant Lily before next Wednesday-Dec 3<sup>rd</sup>

WAB pool: To assistant Yang Chun before next Wednesday-Dec 3<sup>rd</sup>

DCB pool: To Coach Yang Jian before next Wednesday-Dec 3<sup>rd</sup>

BSB Shunyi pool: To coach Himal on Sunday 9:00-11:00 and next Tuesday 17:00-18:00

**Any question please contact Coach Kevin Hua**

**Email: dragonfireswimming@gmail.com**