

Notes for a ZooKeeper

Print heat sheet the night before or the morning of the meet - these will be available for all home meets and may be available for away meets--just check and see online on Friday evening or Saturday morning.

Last Name, First Name				
E	12	22	36	41
H	2	4	3	6
L	2	3	5	1

Figure 1

Come early -- a little before swimmers are expected is ideal.
 Bring sharpies and highlighters and a pen or pencil.
 Bringing tarp or blanket, activities, snacks for little kids can be helpful.

Pick up zookeeper stuff from the Head Zookeeper -- i.e. zookeeper sheet (the one that lists swimmers for your age group only for that meet only), heat sheets (need 2 for large groups, one for small), name badge, age group sign, relay slips (if not printed on heat sheets).

Stake out territory and gather kids. Start marking events on kids' shoulder using the format shown in Figure 1 or Figure 2. Neatness counts!!

Last Name, First Name		
E	H	L
12	2	2
22	4	3
36	3	5
41	6	1

Figure 2

If kids are absent that are in relay, ask one of the coaches who to sub.

Swimmers 1 and 3 start at the timer's end of the pool.
 Swimmers 2 and 4 start at the ready bench end of the pool.
 Age 13 and up swim 50's for relays so they all start at timer's end of the pool.

Be aware that you will probably have 2 or 3 relay teams in different heats. Explain to little ones not to go until swimmer before has touched. For medley relay, a two hand touch is required for breaststroke and butterfly.

Medley Relay order is Backstroke, Breaststroke, Butterfly and Freestyle. (Alphabetical!)

Line up kids in order that they are swimming. Early heats are first, line up in order.
 Listen for Announcer prompts and escort swimmers to ready bench.
 At our pool, there are signs on the island as to which event and heat we are currently on.

IMPORTANT: Be sure to write down any changes to relay teams (names) and turn them into the scoring table (computer folks). The computer people need your relay information with or without changes after the relay is completed in order to get ribbons printed correctly.

Tell ready bench volunteers if you have a swimmer who has scratched so they will leave an open space. Swimmers are free to leave (with a parent) when their events are finished but they need to tell you!

Seek out the Head ZooKeeper or Meet Director if you need anything. Let the Head ZooKeeper know if you are going to miss a meet or part of a meet.

Good luck and have fun!

If you have any tips or suggestions to improve this document please contact webmaster@shadyhollowstingrays.com