



2018

Ontario Spring AA Championships Meet Package

**Hosted by
Markham Aquatic Club**



March 8-11, 2018



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General Information

Sanction:	Sanctioned by Swim Ontario
Meet Type:	Long Course Championships – Heats and Finals for all age groups
Location:	Markham, ON
Facility:	Markham Pam Am Pool
Facility Policy:	See Appendix A
Competition Host:	Markham Aquatic Club
Competition Dates:	March 8 - 11, 2018
Competition Times:	See Program Event List
Meet Package:	The only meet package that is considered valid is the most current one located at www.swimming.ca

Organizing Committee

Meet Manager:	YY Wong/Mandy Chen – officials@markhamaquaticclub.com
Competition Coordinator:	Lisa Chow
Officials Coordinator:	YY Wong - officials@markhamaquaticclub.com
Swim Ontario Entries:	Swim Ontario – meetentries@swimontario.com All entries inquiries or request for changes to entries are to be directed to meetentries@swimontario.com for approval.

Entry Information

Eligibility:	All athletes must be registered as Competitive swimmers with SNC, or any other amateur swimming organization recognized by FINA. A valid SNC registration number is required for all Canadian swimmers, and entries without a SNC registration number will be declined entry.
Qualifying Period:	August 26, 2016 – February 26, 2018
Qualifying Standards:	Ontario AA Champs Time Standards
Entry Deadline:	Monday, February 26, 2018
Entry Fees:	Individual Event: \$15 including HST Relay Event : \$20 including HST Splash fee: \$5 + HST (\$5.65) / swimmer (includes “relay-only”)
Payment:	Please make cheques payable to Swim Ontario

Entry Process

To Qualify:	All swimmers (except para designated swimmers) must achieve at least 1 (one) Swim Ontario Ontario AA Champs Time Standards
Para swimmers:	Para designated swimmers may attend AA Champs without an AA qualifying time, however, AA qualifying times apply for the following events: 200 Back, 200 Breast, 200 Fly, 400 IM, 400/800/1500 Free for all swimmers. There will be no separate para-swimming events.
Meet De-qualifying:	Swimmers with 3 or more Provincial qualifying times are not eligible to participate in AA Championships
Out-of-Province Entries:	Please be advised that Ontario teams are given priority. Space permitting out of province teams will be served on a first come first serve basis. All out-of-province teams must be FINA affiliated. Only meter times will be accepted in SC or LC form with no exceptions. In events with fewer than 10 Ontario athletes, “out-of-province” athletes may advance to the finals. In events with 10 or more Ontario athletes all out-of- province athletes will swim as exhibition.
Foreign Competitors:	All swimmers and coaches must be duly registered and residents of the governing body for which they are competing. All swimmers and coaches must be in good standing with their respective governing swim body. All swimmers and coaches must have primary residence within the province /state or country for which they claim registration. Proof of residency may be green card, student ID, driver’s license, college residence or other document as deemed acceptable by Swim Ontario and shall be submitted with the Proof of Residence and Registration Status form to Swim Ontario no later than 7 days prior to start of competition.
Submission:	All entries must be submitted via the Meet List online entries system www.swimming.ca Attending coaches must be listed when uploading entries file to www.swimming.ca Once an entry file is uploaded, the entry system will automatically email a confirmation of entries. Once received, clubs have 48 hours after entry deadline to review this file and make corrections/modifications to entries. A successful entry file upload is only the validation of membership entry information against the national membership and entry validation DOES NOT guarantee a club’s entries will be accepted by meet management. The Entries Contact person is required to complete an online form (link below) with Club Information for Swim Ontario and Meet Management. Once information is submitted online a PDF document with responses will be returned. Club Information Online Form or copy and paste into browser https://goo.gl/forms/M5wQiB0wSGj08X842 Entries submitted without the online form submission will not be accepted. Entries found to not be in compliance with entry requirements may result in individual swimmer and club being ineligible for entry into the competition. Accepted or rejected entries will be identified with a second notification from Swim Ontario.

Swim Ontario reserved the right to reject an entry file for lack of compliance in entry times, failure to submit the file before the entry deadline, failure to complete the Club Information Online Form, or any other lack of compliance with Swim Ontario meet policy and procedure.

Times:	All entries received shall be UNCONVERTED. No converted times will be accepted. Yards times will not be accepted. NT entries will not be accepted.
Seeding:	After all times have been proven, entry times will be converted to LCM using Hy-Tek default conversion factor and seeded as follows: qualifying swim times; followed by bonus swim times;
Entry Maximum:	Maximum of 8 individual events per swimmer
Entries (Individual & Relay):	A competitor's age is their age as of the first day of the competition – <i>March 8, 2018</i>
Entries (Individual):	All entries for individual events will be based on the following age groups: 13&Under, 14, 15, 16, 17&Over
Entries (relay):	All entries for relays will have the following categories: 14&U, 15&O (4x200 F.R. OPEN) Clubs may enter a maximum of two (2) relay teams per event. Clubs are permitted 1 (one) relay-only swimmer per age group, per relay event. Clubs are not permitted to enter Relay-Only swimmers if they have 4 or more swimmers in that specific age grouping that are properly entered in an individual event. Three (3) members of the relay team must be properly entered in an individual event. The fourth swimmer's name must appear on the entry grid as "Relay-Only". When a club enters more than one relay team, every member of every team must be properly entered in the meet in at least one individual event. Teams may move up no more than two swimmers from a younger category to fill a relay
4x200 Relays	The relay is open to all swimmers regardless of age on first day of competition. Coaches will need to provide proven times by the entry deadline for entry into these events and only the fastest 10 teams will be entered.
BONUS Swims:	Qualified swimmers are eligible for: 1 QT = 2 Bonus swims 2 QTs = 1 Bonus swims 3 or more = 1 Bonus without exceeding the maximum of 8 individual events 800 and 1500 Free events are NOT ELIGIBLE AS BONUS SWIMS 400 IM Bonus swims must prove that they have performed a 2017-2020 Provincial "B" standard within the qualifying period. Bonus swims must be entered with actual times for seeding purposes Please indicate bonus events by the BONUS check in Hytek Team Manager or other available software.
Event numbering:	All able-bodied individual events: 1 – 99 ; Relay events; 101 – 199;
Psych Sheets:	Psych Sheets will be posted online at www.swimontario.com by noon 5 days prior to the competition – March 3, 2018
Deck and time trial entries:	No deck entries or time trial entries are allowed

Registration Information

Team Registration:	During pre-training if provided Thursday, March 8 and Friday, March 9 – 7 am to 10 pm
	One coach designate from each team must complete the following: <ul style="list-style-type: none">• Confirm list of coaches attending (see CSCTA Policy, SNC Coach Registration Policy and Swim ON Policy)• Payment
CSCTA Policy	As per the CSCTA/SOCC/SNC/ coach registration policies and insurance, all coaches will be asked to prove membership in CSCTA. Coaches will not receive heat sheets if they cannot prove CSCTA membership. Coaches must have CSCTA ID for deck access.
SNC Coach registration Policy:	The SNC coach registration policy states that all coaches attending any sanctioned competition must have a minimum NCCP coaching status. Swim Ontario has created a coach compliant list. (See full SNC Coach Registration Policy and Coach Compliant List at www.swimontario.com). All teams must submit a list of coaches attending at the time of entry. Meet management will cross-reference this list with the Swim Ontario Compliancy lists both prior to the competition as well as at Registration. Coaches found not to be on the compliant list will not be eligible to be on deck.
Swim Ontario Policy:	Only Competitors, Certified Registered Coaches and Officials are allowed on deck. NO OTHER PERSON IS PERMITTED ON DECK unless expressly authorized by the Meet Manager or Swim Ontario.
Pre-Meet Training:	May be available. Times to be determined Meet management requests any team requiring pre- meet training to contact the meet manager with their training needs by February 15, 2018. A schedule will be developed and published based on the clubs who require training.
Coaches' Meeting:	Thursday, March 8 – 7:30 am in Multi-purpose room
Records:	Current Swimming Canada and Swim Ontario records will be posted near results posting area. Coaches are asked to inform meet management of possible record attempts and/or if records are broken.

General Meet Rules

***Swimming Canada and Swim Ontario rules will be in effect
Swim Ontario reserves the right to implement rule CGR 1.1.1.3***

Warm-Up Safety Procedures:	Please note that Swimming Canada Competition Warm-Up Safety Procedures will be in effect. Swimmers witnessed by a Safety Marshal diving or entering the water in a dangerous fashion may be removed without warning from their first individual event following the warm-up period in which the violation occurred. The full document can be viewed HERE .
Warm-up/Cool-down:	Recovery zone (dryland) on East side
Swimwear:	For club and provincial meets, a swimsuit that covers more of the body such as modesty swimwear or religious cover-ups is permitted providing that the fabric is permeable open mesh textile material and does not give the swimmer an advantage. The full interpretation can be viewed HERE . Advanced notification or for clarification of interpretation please see the Competition Coordinator.

Preliminaries	<p>Preliminary heats will be swum senior seeded with fastest 3 heats circle seeded.</p> <p>If necessary, an overflow session will be utilized. Clubs will be contacted after entry deadline with details.</p> <p>Overflow session: Distance events (fastest to slowest) / 400 Free followed by bonus swim for each event. Meet Management reserves the right to adjust heats in first wave/session.</p>
Finals	<p>In each finals event all female finals will swim, followed by all male finals; there is an “A” final only for all events.</p> <ul style="list-style-type: none"> • 13&U • 14 • 15 • 16 • 17&O
800 and 1500 Free:	<p>All distance events will be swum as timed finals seeded fastest to slowest by gender. Fastest heat by gender will compete during the finals session.</p> <p>Positive check-in is required <i>30 mins before start of session</i> on the day of the respective distance event</p> <p>Fastest heat of distance event will be swum first during finals session</p> <p>Meet management reserves the right to alternate genders and/or swim 2 per lane.</p>
Relays:	<p>All relays will be swum as timed finals with the fastest 10 seeded teams competing as the last event at night.</p> <p>Coaches must have relay cards with names filled in and returned to the Clerk of the Course 30 minutes prior to the start of the session (positive checkin). Relay name changes can be submitted up until 30 minutes before the start of the session.</p> <p>The 4x200 Free Relay will be swum with the fastest 10 teams only (max 2 teams per club), by proven time, for men and women during finals on Day 1 and Day 3. The event will be swum following the 4x50 relays.</p>
Official Splits	<p>Meet Management requires that any coach wishing to rely on a time achieved by the swimmer for an interval shorter than the total distance of the event must advise the Referee prior to the commencement of the event in question on the “Official Split Request” form prior to the race.</p>
Swim Offs	<p>All swim-offs are to be run during or at the end of the session in which the tie occurred at a time mutually agreed upon by coaches and officials.</p>

Scratch Rules

Scratch Rules:	Timed Final events: (Distance and Relays)	The deadline for scratches / positive check in for timed final events is 30 minutes before the start of session on the day the event is scheduled to begin. Meet Management will ensure a full complement of swimmers with no empty lanes for the fastest heat.
	Finals:	All Scratches from Finals must be provided to Clerk of Course within 30 minutes after the posting results of the last prelim event during Prelim sessions.
	Penalty (individual events):	Failure to participate in an Individual Final or in FASTEST HEAT in Distance event (800/1500 FR) without meet management's knowledge and consent will result in a \$100 fine for each offence payable to Swim Ontario. Failure to pay before the swimmer's next event will exclude the swimmer from any further participation in the meet.
	Penalty (relay events):	Failure to participate in the Fastest Heat of Relay Final without meet management's knowledge and consent will result in a \$100 fine for each offence payable to Swim Ontario.

Penalties incurred during last day of meet must be paid to Swim Ontario before Club entry file is accepted for next Provincial meet

Scoring and Awards

Event Scoring:	Only the top ten (10) individual events and relays score:
	Individual Events: 30-25-20-15-14-13-12-11-10-9
	Relay Events: 60-50-40-30-28-26-24-22-20-18
	Only times that meet the provincial qualifying standard count towards team scoring.
	Reverse scoring will be in effect INDIVIDUAL event in which there are less than 10 finalists:
	10 swimmers per final: 30-25-20-15-14-13-12-11-10-9
	9 swimmers per final: 25-20-15-14-13-12-11-10-9
	8 swimmers per final: 20-15-14-13-12-11-10-9
	7 swimmers per final: 15-14-13-12-11-10-9
	6 swimmers per final: 14-13-12-11-10-9
	5 swimmers per final: 13-12-11-10-9
	4 swimmers per final: 12-11-10-9
	3 swimmers per final: 11-10-9
	2 swimmers per final: 10-9
	1 swimmer per final: 9
Event Awards:	Medals: first through third
	Ribbons: Fourth through eight

Individual Awards	Individual High Point Awards will be awarded in the following age categories:	13& U female and male
		14 female and male
		15 female and male
		16 female and male
		17& O female and male

Individual high point awards at the Swim Ontario Provincial Championships will be based on High Point Aggregate by age group and gender (5-2-1)*

*If necessary, ties will be broken by number of gold medals. If a tie still exists, then it will be broken by number of silver medals then bronze medals. If swimmers have accumulated the exact scores and numbers of each medal, two winners will be awarded.

Team Awards	High Point Team-Overall	The club with the highest points will be awarded a high point team banner
	Small Team Award	The small team banner will be awarded to the highest scoring team having 50 or fewer Ontario registered competition swimmers based on Swim Ontario club registration statistics as of one day prior to the start of the competition.
	Best Performing Team Award	The highest scoring team based on the following formula: Only medals count for scoring [Gold – 5 points; Silver – 2 points; and Bronze – 1 point] Total number of swimmers entered into the meet per team.

Tie Breaking Process for Team Awards at Provincial Competitions

In the event of a tie, for Team Awards, at an AA Championship; AA Meet Hosts will undertake the following tie breaking process:

Meet Management will rank the tied teams based on number of gold medals and the team with the highest total number of gold medals will be declared the winner.

If a tie still remains;

Meet Management will then rank the tied teams based on number of silver medals and the team with the highest total number of silver medals will be declared the winner.

If a tie still remains;

Meet Management will then rank the tied teams based on number of bronze medals and the team with the highest total number of bronze will be declared the winner.

If a tie still remains;

Meet Management will then rank the tied teams based on number of overall medals and the team with the highest total will be declared the winner.

AA Champs Program Event List

Day 1 – Thursday, March 8, 2018

Preliminary Session Warmup: 7:00 am Start: 8:30 am			Final Session Warmup: 3:00 pm – 3:50 pm Start: 4:00 pm		
W		M	W		M
3	100 Back	4	1	800 Free (FH)	2
5	50 Free	6	3	100 Back	4
7	200 Breast	8	5	50 Free	6
101	14&U 200 Medley Relay (SH)	102	7	200 Breast	8
103	15&O 200 Medley Relay (SH)	104	101	14&U 200 Medley Relay (FH)	102
1	800 Free (SH)	2	103	15&O 200 Medley Relay (FH)	104
				OPEN 800 Free Relay (FH)	106

Day 2 – Friday, March 9, 2018

Preliminary Session Warmup: 7:00 am Start: 8:30 am			Final Session Warmup: 5:00 pm – 5:50 pm Start: 6:00 pm		
W		M	W		M
11	200 Free	12	9	1500 Free (FH)	
13	400 IM	14	11	200 Free	12
15	100 Fly	16	13	400 IM	14
107	14&U 400 Free Relay (SH)	108	15	100 Fly	16
109	15&O 400 Free Relay (SH)	110	107	14&U 400 Free Relay (FH)	108
9	1500 Free (SH)		109	15&O 400 Free Relay (FH)	110

Preliminary session will be seeded by time and gender regardless of age

Finals session age groups: 13&U, 14, 15, 16, 17&O

SH – Slower heats, FH – Fastest heat

Distance events FH – regardless of age. Results based on following age group: 13&U, 14, 15, 16, 17&O

Meet Management reserves the right to change warm-up session times and to allocate team warm-up schedules.

Meet Management reserves the right to change event order or swim 2 per lane in distance events ensure reasonable session timelines

Day 3 – Saturday, March 10, 2018					
Preliminary Session Warmup: 7:00 am Start: 8:30 am			Final Session Warmup: 5:00 pm – 5:50 pm Start: 6:00 pm		
W		M	W		M
19	100 Free	20		1500 Free (FH)	18
21	200 Fly	22	19	100 Free	20
23	100 Breast	24	21	200 Fly	22
111	14&U 200 Free Relay (SH)	112	23	100 Breast	24
113	15&O 200 Free Relay (SH)	114	111	14&U 200 Free Relay (FH)	112
	1500 Free (SH)	18	113	15&O 200 Free Relay (FH)	114
			115	OPEN 800 Free Relay (FH)	
Day 4 – Sunday, March 11, 2018					
Preliminary Session Warmup: 7:00 am Start: 8:30 am			Final Session Warmup: 5:00 pm – 5:50 pm Start: 6:00 pm		
W		M	W		M
25	200 IM	26	25	200 IM	26
27	200 Back	28	27	200 Back	28
29	400 Free	30	29	400 Free	30
117	14&U 400 Medley Relay (SH)	118	117	14&U 400 Medley Relay (FH)	118
119	15&O 400 Medley Relay (SH)	120	119	15&O 400 Medley Relay (FH)	120

Preliminary session will be seeded by time and gender regardless of age

Finals session age groups: 13&U, 14, 15, 16, 17&O

SH – Slower heats, FH – Fastest heat

Meet Management reserves the right to change warm-up session times and to allocate team warm-up schedules.

Meet Management reserves the right to change event order or swim 2 per lane in distance events to ensure reasonable session timelines

Appendix A

Facility Rules



Markham Pan Am Pool Competition Policies

1. **Food Policy:**

No FOOD will be allowed on the pool deck. This will be strictly enforced by the pool staff. Water is allowed on deck, there are two fill stations and fountains on the pool deck.

2. **Entrance Policy:**

Swimmers must enter through the change rooms only. Volunteers, Coaches and Officials will be permitted to access the deck via the deck entrance adjacent to the Lifeguard Office. All Officials and Volunteers are to be wearing identification to allow access to the pool deck. Accreditation for event participants is encouraged.

3. **Onsite Parking :**

Parking is limited. Extra parking space will be available at Unionville GO Station.

4. **Viewing Balcony:**

Only swimmers, coaches, officials/ volunteers are allowed on the pool deck. All spectators must watch from the pool viewing balcony.

5. **Cell Phone Usage:**

Cell phone usage is not permitted on the pool deck. We kindly ask all calls to be taken in the hallway.

6. **Shoes in Facility:**

All swimmers, coaches and volunteers/officials are to wear footwear when in the hallways. We ask all coaches, volunteers/officials and swimmers to wear indoor/deck shoes when in pool area.

7. **Vents on Pool Deck:**

All vents are to be free from obstruction. Pool staff will remove Any obstructions to an alternate location on the bleachers.

8. **Athletes & Coaches on the Deck :**

Athletes and Coaches on the pool deck must remain behind the blue line of the pool deck during the competition. This space is reserved for officials and lifeguards during the event.

9. **Concession vendor is available at the Lobby.**

10. **Bleachers are not available on deck.**



Appendix B

SANCTIONED EVENTS PHOTOGRAPHY

Guidelines for Use of Photographic / Filming Equipment at Swim Ontario Designated and Swim Ontario Sanctioned Competitions

Only individuals that have made application and received authorization to record the event, in any manner, in any medium or context now known or hereafter developed, shall be granted access and permission to do so. Please contact Swim Ontario for application and authorization (nicole@swimontario.com)

Entry into this competition is at the sole discretion of Swim Ontario and can be withdrawn, with immediate effect, by Swim Ontario. Individuals agree to be filmed, televised, photographed, identified and otherwise recorded during the Swim Ontario designated competition under the conditions and for the purposes now and hereafter authorized by Swim Ontario in relations to the promotion of Swimming Canada and Swim Ontario and the development of the sport of swimming.

By accepting to attend you agree that all photographs and moving images taken by yourself within any Swimming Canada or Swim Ontario designated event including those of athletes competing within any championship venue shall be used solely for personal and non-commercial purposes, unless the prior written consent is obtained from Swimming Canada or Swim Ontario. The individual confirms that they fulfill the qualifications required by Swim Ontario and also agrees to information about themselves being collected by Swim Ontario and the Organizing Committee and such data being stored and used by them, and, where necessary, third parties, for the purposes of facilitating their participation in, and/or organizing the Swim Ontario Designated Competition.

Insurance and risk management do not extend to non-supervised minors or individuals that are age of majority that are not part of the competition either as a participant, coach, support staff or event volunteer/official.