



Web Site: [www.stjamesseals.com](http://www.stjamesseals.com)

**Christmas Invitational 2016**  
**Short Course Swim Meet**  
**Hosted by**  
**The St. James Seals Swim Club**

**Location:** Pan Am Pool, Training Tank  
25 Poseidon Bay  
Winnipeg, Manitoba  
R3M 3E4

**Dates and Times:** Saturday, November 26 & Sunday, November 27, 2016

**SNC Sanction number:**

**Facility and Timing:**

- Pan Am Pool training tank
- 8 lane 25 meter competition pool
- Electronic timing Quantum with manual watch backup
- 8 lane 25 meter warm down pool – number of warm down lanes available will be determined by number of entries.

**Session Times:**

Date	Sessions & Age Group	Warm – Up	Start
November 26, 2016	Session 1	8:00 am	9:00 am
November 26, 2016	Session 2 – Distance Events	12:30 pm	1:30 pm
November 27, 2016	Session 3	8:00 am	9:00 am
November 27, 2016	Session 4 – Distance Events	12:30 pm	1:30 pm

**Eligibility:** All swimmers must be registered with Swim Canada or FINA affiliated organizations.

**Qualifying Times:**

There are no qualifying times for this meet.

<b>Meet Management Team</b>	<b>Email address</b>
Meet Manager: Trevor Zemliduk	tzemliduk@shaw.ca
Meet Manager: Donna Miko	dmiko@mts.net
Meet Entries: Bonnie Lee Lambert	blambert@shaw.ca
Officials Coordinator: Deb Boyle	debboylecounsellor@gmail.com

**Event List:**

**Session 1: Saturday, November 26, 2016**

- 1 Girls 200 IM
- 2 Boys 200 IM
- 3 Girls 100 Backstroke
- 4 Boys 100 Backstroke
- 5 Girls 100 Freestyle
- 6 Boys 100 Freestyle
- 7 Girls 200 Breaststroke
- 8 Boys 200 Breaststroke
- 9 Girls 100 Butterfly
- 10 Boys 100 Butterfly

**Session 2: Saturday, November 26, 2016**

**(Note to coaches: Swimmers with a ManSask qualifying time in the 1500 Freestyle should not be entered into the 1500 Freestyle)**

- 11 Girls 50 Butterfly
- 12 Boys 50 Butterfly
- 13 Girls 1500 Freestyle
- 14 Boys 1500 Freestyle
- 15 Girls 50 Backstroke
- 16 Boys 50 Backstroke

**Session 3: Sunday, November 27, 2016**

- 17 Girls 200 Freestyle
- 18 Boys 200 Freestyle
- 19 Girls 100 Breaststroke
- 20 Boys 100 Breaststroke
- 21 Girls 200 Backstroke
- 22 Boys 200 Backstroke
- 23 Girls 200 Butterfly
- 24 Boys 200 Butterfly
- 25 Mixed 4 x 50 Medley Relay

**Session 4: Sunday, November 27, 2016**

**(Note to coaches: Swimmers with a ManSask qualifying time in the 800 Freestyle should not be entered into the 800 Freestyle)**

- 26 Girls 50 Breaststroke
- 27 Boys 50 Breaststroke
- 28 Girls 800 Freestyle
- 29 Boys 800 Freestyle
- 30 Girls 50 Freestyle
- 31 Boys 50 Freestyle

## **Entry Limitations:**

Maximum Entries is 3 events per swimmer per Session plus 1 Relay for Session 3.

## **Entries:**

**All entries must be submitted with a time.** "No Time" (NT) entries will not be accepted. All entries must be uploaded to the Swim Canada web site using a Hytek Entry File. Each swimmer must have a valid swimmer ID number, and a correct birthdates and gender. Errors or omissions in the entry file will cause delays in accepting the file and posting the results. All Events are Timed Finals.

## **Entry Deadline:**

Saturday November 19, 2016

## **Meet Entries Contact:**

Bonnie Lee Lambert  
Email: [blambert@shaw.ca](mailto:blambert@shaw.ca)  
Ph: 204-832-1338

## **Entry Fees:**

- Individual events: \$9.00 per event
- Relay events \$9.00 per entry
- SNC participation fee: \$6.00 per swimmer
- Splash Fee: \$1.00 per event (e.g. 3 events x \$1.00 = \$3.00 per Session)
- Entry Fees are not subject to refunds after Entry Deadline Date. Fees are to be paid by cheque to the Clerk of Course prior to the Start of the Session 1. Failure to submit fees on time may result in swimmers being prevented from swimming until fees have been paid.

## **Late or Deck Entries:**

- Will be accepted provided the following conditions are met and procedures are followed:
  1. Lane space is must be available for the deck entry to be accepted.
  2. Deck entries **WILL NOT BE ACCEPTED DURING WARMUP**. Deck entries for session 1 **MUST** be submitted in person to the Clerk of Course Friday November 25 between 7:30 and 8:30 pm or by e-mail to the Meet Manager (Donna Miko at [dmiko@mts.net](mailto:dmiko@mts.net)) no later than 7:30 pm Friday November 26. Deck entries for session 2 may be submitted at Clerk of Course during session 1 of the meet, deck entries for Session 3 may be submitted during Session 2, and deck entries for Session 4 may be submitted during Session 3.
  3. Deck entries will be accepted by the Clerk of Course on a workload permitting basis.
  4. Deck entries must be accompanied by a fee of \$15.00 per event, which must be paid prior to lane assignment.
  5. If the swimmer is not already entered in the meet, the SNC participation fee of \$6 must be paid in addition to the deck entry fee(s).
  6. The total number of events for the swimmer cannot exceed the maximum of three events per session (in addition to a relay event in session 3).
  7. No new heats will be created for deck entered swimmers
  8. Deck entries must include the swimmer's ID number and birth date if the swimmer is not already entered in the meet.
- Deck entry swims are for exhibition only and will not be included in awards.

## **Scratches:** SNM Scratch Rule in effect

- a. There is no scratch deadline for timed final events. Coaches are encouraged to report scratches to the clerk of course as soon as possible.
- b. Penalties: Scratches and all step-downs, no-shows, and unexcused incomplete swims (as determined by the referee) will result in loss of entry fee.

**Competition:** Swim Canada rules and regulations and Swim Manitoba policies and regulations apply.

- Age of a swimmer is determined by their age on the first day of the meet.
- All events are timed finals and will be swum slowest to fastest with the exception of Distance Event which will be swum fastest to slowest. Meet Management also reserves the right to double up swimmers in distance events should it be required pending number of entries and heats.
- Meet Management reserves the right to change event times or limit entries in order to maintain a timeline of no more than 4.5 hours per session or for other operational reasons. If this is necessary, notice will be provided to participating teams as soon as possible.
- All swimmers must report to Marshalling before reporting to the blocks.
- All changes to competition after sanction must be approved by SNM

**Awards:**

- For each age group (10 & under, 11/12, 13/14, 15 & over) & gender, ribbons will be awarded from 1<sup>st</sup> to 8<sup>th</sup> for each individual event.
- For each age group (10 & under, 11/12, 13/14, 15 & over) & gender, ribbons will be awarded from 1<sup>st</sup> to 3<sup>rd</sup> for the relay event.

**Hospitality:**

Hospitality will be provided for Coaches and Volunteers prior to each session.

**Programs:**

Programs will be available for purchase at the meet.

**Spectators:**

- There is limited seating available for the Training Tank and as a result Meet Management asks that Priority Seating for the elderly or disabled be made available if required. Please be courteous and allow family and friends of swimmers in the current heat access to the rail. Please note that chairs of any sort are not permitted at the railing on the upper deck as per City of Winnipeg by-law.
- Please note that the use of flash photography is prohibited during the start of the race.

**Miscellaneous:**

There are lockers at Pan Am Pool at a cost of 25 cents per use. Swimmers are encouraged to ensure that their belongings are secured to avoid loss.

**Safety:**

SNC Warm Up Procedures are in effect (Appendix A). Each athlete must be under the supervision of a head or deck coach. It is the responsibility of the head or deck coach to inform their swimmers of the safety rules and ensure they are followed.



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## Appendix A



# COMPETITION WARM-UP SAFETY PROCEDURES

Meet Management for all sanctioned Canadian swimming competitions must ensure the following safety procedures are applied. It is incumbent on coaches, swimmers, and officials to work together to comply with these procedures during all scheduled warm-up periods. Coaches are requested to encourage swimmers to cooperate with Safety Marshals.

### GENERAL WARM-UP:

- Swimmers must enter the pool FEET FIRST in a cautious manner, entering from a start or turn end only and from a standing or sitting position.
- Running on the pool deck and running entries into the pool are prohibited.
- Meet Management may designate the use of sprint or pace lanes during the scheduled warm-up time. Any such lane usage must be communicated through a pre-competition handout, an announcement or deck signage.
- Diving starts shall be permitted only in designated sprint lanes. Only one-way swimming from the start end of sprint lanes is permitted.
- Pools with backstroke starting ledges available may offer a designated lane for backstroke starts, at meet management's discretion. (This is not mandatory if not enough general lane space is available for the number of swimmers in the meet.)
- Notices or barriers must be placed on starting blocks to indicate no diving during warm-up.

### EQUIPMENT:

- Kick Boards, Pull-Buoys, Ankle Bands, and Snorkels are permitted for use in the main warm-up pool during warm-up.
- Hand paddles and flippers are permitted for use in a secondary warm-up pool only (where available), at meet management's discretion and recommended only for higher level or senior competitions.
- At meet management's discretion and based on available space, the Meet Manager may permit use of tubing or cord assisted sprinting in designated lanes and during specific times of the warm-up only. It is recommended that this only be allowed in secondary warm-up pools as space allows. Coaches are responsible for equipment reliability and use. This is recommended only for higher level or senior competitions

### VIOLATIONS:

*It is recognized that there is a level of interpretation and common sense that must be applied when applying these guidelines. Diving headfirst quietly into an empty pool at the start of warm-up is not the same as diving headfirst into a crowded lane. Judgment and context is required.*

- 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 and the alternates in that event notified should that event be a final. They may also receive a verbal warning from the Safety Marshal. Swimmers receiving verbal warnings will have their names and clubs registered with the Meet Manager.

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- In the case of a second offense during the same competition the swimmer may be removed from the remainder of the competition.

#### SAFETY MARSHALS:

The Safety Marshal is a trained position designated by Meet Management. Safety Marshals shall:

- Be visible by safety vest.
- Be situated at each end of the competition pool and when applicable, similarly situated in designated warm-up pools when pre-competition warm-ups are scheduled.
- Actively monitor all scheduled warm-up periods.
- Ensure participants comply with warm-up safety procedures and report violations to the Referee.

Depending on the level of competition, Safety Marshals have a role to help work with coaches and swimmers to ensure a safe warm-up environment. This may include educating a younger swimmer on the rules or communicating a concern to a coach.

Judgment, tact and confidence is required and therefore the Safety Marshal should ideally be a more experienced official.

#### PARA-SWIMMER NOTIFICATION:

Coaches are requested to notify Safety Marshals of any Para-swimmers participating in warm-ups where necessary and at the coach's discretion.

The following statement must appear in all Swimming Canada sanctioned meet information and posted notices:

**"SWIMMING CANADA COMPETITION WARM-UP SAFETY PROCEDURES WILL BE IN EFFECT AT THIS MEET."**

## Appendix B



**SWIM•NATATION  
MANITOBA**

### **COMPETITION CODE OF CONDUCT**

All sanctioned Manitoba swim meets are under the jurisdiction of SNM and shall be governed by its current policies and rules, including SNM 2011 Harassment and Abuse Policy.

The deck shall be reserved solely for SNM approved personnel, swimmers, coaches, officials and volunteers assigned specific tasks in the running of the meet.

By Swimming Canada rule and policy, the referee and meet management have full authority over the competition, the deck and the spectator areas during swim meets. The spectator area is considered part of the field of play, and as such, it falls under SNM authority and all SNM bylaws, policies, and rules, apply.

Referencing the SNM Harassment and Abuse policy, the referee and meet management will require an individual to leave, if the actions of the individual are perceived to be interfering with the peace and security required for any athlete to achieve his/her best performance.