

**Manitoba Open Junior Provincials
Short Course
February 17–19, 2017**



Hosted by



**SWIM
MANITOBA**

Meet Package

version 2 updated time standards 26 Jan 2017

Manitoba Junior Provincials Short Course

Sanction #: MB-

Facility and Timing:

- * Pan-Am Pool 25 Poseidon Bay
Winnipeg, Manitoba, R3M 3E4
Phone: 204- 986-5890
- * Short course meters – Training Tank
- * 8 x 25 M pool with 8 x 25M warm up/cool down pool
- * Meet management reserves the right to restrict the number of lanes open in the warm up/cool down pool
- * Quantum timing – Pads/plungers with manual backup

Dates & Times:

Friday	February 17, 2017	Session 1	Warm up	4:00 – 4:55 pm
			National Anthem	4:57 pm
			Start	5:00 pm
Saturday	February 18, 2017	Session 2	Warm up	8:00 – 8:50 am
			National Anthem	8:52 am
			Medal Presentation	8:55 am
			Start	9:10 am
Saturday	February 18, 2017	Session 3	Warm up	4:00 – 4:50 pm
			National Anthem	4:52 pm
			Medal Presentation	4:55 pm
			Start	5:15 pm
Sunday	February 19, 2017	Session 4	Warm up	8:00 – 8:50 am
			National Anthem	8:52 am
			Medal Presentation	8:55 am
			Start	9:15 am
			Awards & Final Medal Presentation	complete of meet

Coaches Technical Meeting:

A coaches meeting will be held at 4:30 PM on the Friday to update meet rules and answer any questions.

Eligibility:

- * The Manitoba Junior Open Provincials meet is open to any swimmer currently registered as “competitive” and in good standing with any Swim Canada, USA Swimming or FINA affiliated member organizations and eligible to compete.
- * Para entries will be accepted and will swim integrated within the meet events. There will not be any Para specific events.
- * There are no Para specific entry standards. The atmosphere of Junior Provincials is for athletes swimming below the ManSask Standards. Para de-qualifying details are listed below.

Qualifying times

- * Entrants must meet the current Manitoba “A” qualifying time standards in their applicable age group using the current 2016/2020 Short or Long Course and 10 & Under “A” time standards listed in Appendix 1
- * All swimmers entry times must have been achieved between Sep 1, 2016 & Feb 7, 2017
- * Times are to be submitted in the course they were achieved
- * Converted times will not be accepted
- * De-qualifying times 11 & Over swimmers will not be eligible to enter the event(s) in which they have recorded an “AA” qualifying time in either SCM or LCM, prior to entry deadline
- * There will be no de-qualifying standards for the 10 and under age group

Para Swimmer Qualifying times

- * Para swimmers are eligible to race and must conform to all entry and eligibility requirements as written in the meet package.
- * Para swimmers will be integrated into eligible events. There will not be specific Para events or awards.
- * De-qualifying times: Para swimmers will not be eligible to enter the event(s) in which they have recorded a [Para ManSask](#) qualifying time in either SCM or LCM, prior to entry deadline
- * Para swimmers wishing to race outside of their sport class must meet all eligibility requirements as outlined in this meet package.

IMPORTANT: After importing TM Event File please do the following to ensure correct swimmers are in eligibility reports (qualified AND de-qualified)

- In Hy-Tek Team Manager
 - Click “Meets”
 - Double-click “Manitoba Junior Provincials 2017” (this will take you to Meet Maintenance menu)
- In Meet Maintenance menu please make sure following boxes on the right are CHECKED
 - “Swimmer must meet Slower Than Q Time in All Courses”
 - “Do NOT Allow No Time Entries”
- In Team Manager
 - Click “Entries by Name”
 - Make sure to select “Manitoba” for “Standard” – this will include a column indicating if time standards are achieved, i.e. “A” or “AA”

Event List:

Meet management caveats

- * Meet management and the MSOA reserve the right to adjust the time lines to preserve acceptable session length and/or balancing of timelines

All events are swum as timed finals

Friday Session 1	Saturday Session 2	Saturday Session 3	Sunday Session 4
200 IM	400 IM	200 Fly	400 Free
4 x 50 Free Relay	100 Fly	4 x 50 Medley Relay	100 Breast
50 Back	50 Breast	100 Free	200 Back
800/1500 Free	100 Back	200 Breast	50 Free
	200 Free	50 Fly	
		100 IM	

Entries and Limitations:

Swimmers are restricted to nine (9) individual events, plus relays. For example, swimmers who have one (1) qualifying "A" time will be eligible for up to eight (8) bonus swims

Bonus Swims:

Bonus swims must be entered with actual times for seeding purposes. NT's entries will not be accepted. The 400, 800 & 1500 free and 400 IM events cannot be entered as bonus swims.

Relays:

- * All relay events will be Timed Finals
- * Relay swimmers must be properly entered in as least (1) individual event
EXCEPTION: a club entering only one relay team in an event may bring out "relay only" swimmers to a maximum of 2 per age group to complete a relay team. "Relay only" swimmers must be listed in the entries as "relay only" swimmers and are subject to the de-qualifying rules.
- * Clubs may enter a **maximum** of 2 relay teams in any relay event.
- * There are no qualifying times for relay events. However, to obtain a seeding, a team time should be submitted.
- * Prior to the start of the appropriate session coaches will receive pre-seeded relay cards. Coaches are asked to fill in the swimmer order, and take the cards directly to the clerk of course 30 minutes prior to the start of the session.
- * Unattached swimmers are not permitted to swim on relays

Entry Fees:

Individual Entry Fee:	\$71.00 inclusive for individual competition & participation fees
Relays:	\$8.50 inclusive for each relay entry
Relay only swimmer Fee:	\$35.50 inclusive for each relay only swimmer
Cheques Payable to:	Swim Manitoba
Entry fees:	Payable prior to the start of the first session of meet
Late fees:	Late fees will result in swimmers removed from competition

Entries:**Entry Deadline:**

The Meet Manager must receive entries and proof of time by Tuesday, February 7, 2017 at 11:59 pm

Online Entries:

All entries must be compiled electronically via SNC online system.

The entry system can be accessed via www.swimming.ca

Entries will ONLY be accepted through Swimming Canada's website and must contain the complete and accurate information as required including: valid swimmer ID, correct date of birth and gender.

Errors or omissions in entry files will cause delays in accepting entries.

Proof of Time:

All individual entries must utilize a displayed time achieved within the qualifying dates and available in the online entry system. Any times not available on the online entry system must be proven via email to meet management prior to start of meet.

No time entries and custom times are not allowed.

Refunds:

Meet Management is not obligated to refund entry fees after the entry deadline date

Deck Entries:

Deck entries will not be permitted at this meet

Scratches:

Scratches will be made according to the Swim Manitoba Scratch rule

Scratch rule attached See appendix 4

Competition:

- * All current [SNC rules](#) apply during this meet except as specifically modified in this meet package
- * [IPC rules](#) will be followed for Para swimmers competing in this meet
- * All events are timed finals
- * Age of swimmer is determined by their age on February 17, 2017

Structure and Format:

The competition will include the following age groups:

Girls: 10 & under, 11-12, 13-14, 15 & Over

Boys: 10 & under, 11-13, 14-15, 16 & Over

Para: integrated into age groups

The competition will include relays in the following age categories:

Girls: 10 & Under, 11-12; 13-14, 15 & Over

Boys: 10 & Under, 11-13; 14-15, 16 & Over

Para: integrated into age groups

Note: There will be no 10 & under age category for the 800, 1500 Free, 200 Fly, 400 IM

The youngest age category will be Girls - 12 & Under, Boys – 13 & under

Para: There will be no 800, 1500 Free, 200 Fly, 400 IM

Seeding:

After all qualifying times have been proven Meet Management will convert all LC times to SC using a conversion factor of 2%.

200 Fly/400 IM will be seeded by time and gender

800/1500 Free will be seeded by time and gender

- * All events not listed above: Each age category and gender will have top 8 swimmers race in a heat
- * All remaining swimmers, regardless of age category will be seeded by time and gender
- * All events are timed final seeded as above, slowest to fastest except for 800/1500 Free
- * Bonus swims will be seeded last according to their entry times

Distance events: 800 & 1500 Free

- * Seeded by time and gender, fastest to slowest.
- * Meet management reserves the right to change the seeding criteria for the distance events in order to adhere to session time line requirements and/or to provide the fastest 8 swimmers with the best competition available. i.e. alternate heats of female and male, all heats swum with 2 swimmers per lane, or fastest heat one per lane and remaining heats 2 per lane

Awards:

Individual Events

- * Medals for 1st to 3rd & Ribbons for 4th to 8th
- * Medals will be awarded AFTER the National Anthem and BEFORE the start of each session. Medals for session 4 will be presented at the END of session 4.
- * Medal winning swimmers are asked to please present themselves at the awards area IMMEDIATELY after warm up ends.

Relays:

- * Gold medals for 1st & Ribbons for 2nd and 3rd

Trophies – Awards presented at the end of Session 4

- * Individual high point trophy for each age category – male & female based on 5 - 2 - 1 point score for top three places in each event.
- * Marvin MacDonald Memorial Team Award – The top performing Manitoba teams from each category will receive a Marvin MacDonald Memorial Team Award.

Best performing Team total based on scoring system below

Small Clubs	10 or less swimmers
Medium Clubs	11 to 20 swimmers
Large Clubs	21 or more swimmers

Scoring:

- * Individual events for Age Group High Point Awards: 5-2-1
- * Individual events for team awards: 9, 7, 6, 5, 4, 3, 2, 1
- * Relay events for team awards: 18, 14, 12, 10, 8, 6, 4, 2
- * If a swimmer fails to make the qualifying time, points will not be scored

Meet Management:

Meet Manager	Entries & Results	Officials Coordinator
John Witwicki	Ken Barnes	Rowan Carmichael
John.Witwicki@sanofi.com	rebelfisher@gmail.com	rcarmichaelsnm@gmail.com

Volunteer Requirements:

- * **Each Swim Club attending this event is required to provide the same percentage of volunteers for the event as they have swimmers participating. For example 10 swimmers participate out of 200 total swimmers equates to 5% of the volunteers**

Hospitality:

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

Programs:

- * Programs will be available for purchase at the meet

Miscellaneous:

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

Safety:

- * SNC Warm-up Procedures are in effect Appendix 2. 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.

Coaches Technical Meeting:

A coaches meeting will be held at 4:30 PM on Friday of the meet to update meet rules and answer any questions.

Appendix 1 – Qualifying and De-qualifying times

Appendix 2 – SNC Warm-up rules

Appendix 3 – SNM Competition Code of Conduct

Appendix 4 – SNM Scratch Rule

Appendix 1

2016 – 2020 [10 & Under Provincial Time Standards](#)

2016 – 2020 [Provincial A & AA Time Standards](#)

2016 – 2018 [Para Provincial Time Standards](#)



RESERVE YOUR SPOT for:
Boys 11 – 12 years of age

FUTURE PROSPECTS CAMP
Girls 10 -11 years of age

[Camp Details](#)

Appendix 2

SNC 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.

- In the event 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

September 26, 2016

Appendix 3



**SWIM
MANITOBA**

www.swimmanitoba.mb.ca

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.

Appendix 4



www.swimmanitoba.mb.ca

Swim Natation Manitoba Provincial Scratch Rule

This scratch rule will be in effect at all Swim Manitoba sanctioned meets, in accordance with Swimming Canada rule CSW 3.6.

It is superseded by:

- Swimming Canada (SNC) rule **SNC 3 (3.1 to 3.4)** at SNC designated meets held in Manitoba.
- The scratch rule for ManSask Championships, when they are held in Manitoba.

SCRATCHES:

1. Time Final Events

- a. There is no scratch deadline for time 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.

2. Prelims/Final Events

- a. Scratches from **preliminary heats:**
 - i. May be made at any time.
 - ii. Scratches, no-shows, and unexcused incomplete swims simply create empty lanes, as there shall be no re-seeding.
 - iii. Scratches and all step-downs, no-shows, and unexcused incomplete swims (as determined by the referee) will result in loss of entry fee
- b. Scratches from **finals:**
 - i. Must be made within 30 minutes after the end of the preliminary session.
 - ii. **Penalties:** Scratches after the scratch deadline and all step-downs, no-shows, and unexcused incomplete swims (as determined by the referee) will result in the offending swimmer being scratched from all remaining events, including relays, scheduled for that day. No monetary penalty fee is to be assessed.
 - iii. **ALTERNATE SWIMMERS:** Alternates **MUST** report to the Clerk of Course at least 10 minutes prior to the event and be ready to swim if necessary.
 - iv. If a swimmer has not reported to the blocks when the race is called, the Referee shall replace the contestant with an alternate who has reported to the Clerk of Course and is present and ready to swim. The alternate shall become one of the finalists.

3. Relay Events

- a. For time final events scratch rules for **Time Final Events** apply.
- b. For prelims/final events scratch rules for **Prelims/Final Events** apply.
- c. Relay names can be changed up to 30 minutes prior to start of relay event.