



## **INFORMATION BULLETIN #1**

### **2018 Subway AUS Swimming Championships**

**Date:** February 8-11, 2018

**Host:** University of New Brunswick

**Venue:** Canada Games Aquatic Centre, Saint John, N.B.

<b>1. ORGANIZING COMMITTEE</b>
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**Host: UNB Athletics**

Address: University of New Brunswick  
PO Box 4400  
Fredericton, NB, E3B 5A3

Web Site: [vreds.ca](http://vreds.ca)

**Venue: Canada Games Aquatic Centre**

50 Union Street  
Saint John, NB, E2L 1A1  
Phone: 506-658-4715  
[www.aquatics.nb.ca](http://www.aquatics.nb.ca)

Position	Name	Phone	E-mail
Chair / Meet Manager/ Officials Coordinator	Bette El-Hawary	902-425-5450 (ext. 314)	<a href="mailto:swimming@sportnovascotia.ca">swimming@sportnovascotia.ca</a>
On Site Meet Manager	Lynn Sitland	902-740-2041	<a href="mailto:lsitland@live.com">lsitland@live.com</a>
Assistant Meet Manager	Moe Perez	506-262-2951	<a href="mailto:moe.perez@unb.ca">moe.perez@unb.ca</a>
Sports Information	Andy Campbell	506-451-6894	<a href="mailto:andy.campbell@unb.ca">andy.campbell@unb.ca</a>
Hospitality	Kate Morrison / Shyanne Keith / Shelly		<a href="mailto:kate.morrison@unb.ca">kate.morrison@unb.ca</a>
Athletic Therapy	TBD		
Head Official	Gary Losier	506-650-5754	<a href="mailto:glosier@quispamsis.ca">glosier@quispamsis.ca</a>
<b><u>AUS Representatives</u></b>			
Sport Chair	Kevin Dickie	902-585-1551	<a href="mailto:kevin.dickie@acadiau.ca">kevin.dickie@acadiau.ca</a>
Executive Director	Phil Currie	902 471-7609	<a href="mailto:pcurrie@atlanticuniversitysport.com">pcurrie@atlanticuniversitysport.com</a>

<b>2. SCHEDULE OF EVENTS</b>
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**Thursday, February 8**

6:00-6:30pm (TBC)	Technical Meeting	Canada Games Aquatic Centre- Pool Deck Meeting Room
6:30-7:00pm (TBC)	Coaches Meeting	Canada Games Aquatic Centre- Pool Deck Meeting Room
7:00-9:00pm	Practice	Canada Games Aquatic Centre
8:00pm (TBC)	Hospitality Suite	Delta Hotel by Marriott – room TBC

**Friday, February 9**

8:30-9:50am	Heats Warm-up	Canada Games Aquatic Centre
10:00am	Heats Start	Canada Games Aquatic Centre
<i>12:00pm-1:30pm</i>	<i>Championship Luncheon</i>	<i>Delta Hotel by Marriott – Ballroom AB</i>
4:15-5:50pm	Finals Warm-up	Canada Games Aquatic Centre
6:00pm	Finals Start	Canada Games Aquatic Centre

**Saturday, February 10**

8:30-9:50am	Heats Warm-up	Canada Games Aquatic Centre
10:00am	Heats Start	Canada Games Aquatic Centre
4:15-5:50pm	Finals Warm-up	Canada Games Aquatic Centre
6:00pm	Finals Start	Canada Games Aquatic Centre

**Sunday, February 11**

8:30-9:50am	Heats Warm-up	Canada Games Aquatic Centre
10:00am	Heats Start	Canada Games Aquatic Centre
4:15-5:50pm	Finals Warm-up	Canada Games Aquatic Centre
6:00pm	Finals Start	Canada Games Aquatic Centre

### 3. COMPETITION SCHEDULE

#### MEET INFORMATION

**Venue: Canada Games Aquatic Centre**

50 Union Street

Saint John, NB, E2L 1A1

Phone: 506-658-4715

[www.aquatics.nb.ca](http://www.aquatics.nb.ca)

Distance from Host Hotel: 300 metres

8 x 25m deep end competition tank (Heats & Finals –Dacktronics Timing)

Lanes will be available for continuous warm-up/warm-down in the leisure pool during the meet.

Sanctioned by Swim NB. Conducted under current SNC rules and U SPORTS/AUS regulations.

Please reference these regulations directly for all rules pertaining to this meet.

In all cases, the U SPORTS/AUS regulations will be used to determine how meet is presented. The SNC warm-up guidelines will be in effect (see page 10).

The order of events shall be the same as U SPORTS Championships as listed in the U SPORTS playing regulations. AUS Playing Regs: [http://static.psbins.com/6/x/8y52jxs2waezkm/SECTION2-PlayingRegulations-2017\\_SWIMMING.pdf](http://static.psbins.com/6/x/8y52jxs2waezkm/SECTION2-PlayingRegulations-2017_SWIMMING.pdf) & U Sports Playing Regs: <https://usports.ca/hq/playing-regulations>

## **ORDER OF EVENTS**

### **Friday, February 9**

<b>PRELIMS</b>		<b>FINALS</b>	
<b>Event Number</b>	<b>Event</b>	<b>Event Number</b>	<b>Event</b>
1	Women's 200m Freestyle	1	Women's 200m Freestyle
2	Men's 200m Freestyle	2	Men's 200m Freestyle
3	Women's 50m Backstroke	3	Women's 50m Backstroke
4	Men's 50m Backstroke	4	Men's 50m Backstroke
5	Women's 100m Breaststroke	5	Women's 100m Breaststroke
6	Men's 100m Breaststroke	6	Men's 100m Breaststroke
7	Women's 100m Butterfly	7	Women's 100m Butterfly
8	Men's 100m Butterfly	8	Men's 100m Butterfly
9	Women's 400m Individual Medley	9	Women's 400m Individual Medley
10	Men's 400m Individual Medley	10	Men's 400m Individual Medley
		11	Women's 4 x 100m Freestyle Relay
		12	Men's 4 x 100m Freestyle Relay

### **Saturday, February 10**

<b>PRELIMS</b>		<b>FINALS</b>	
<b>Event Number</b>	<b>Event</b>	<b>Event Number</b>	<b>Event</b>
13	Women's 100m Backstroke	13	Women's 100m Backstroke
14	Men's 100m Backstroke	14	Men's 100m Backstroke
15	Women's 50m Butterfly	15	Women's 50m Butterfly
16	Men's 50m Butterfly	16	Men's 50m Butterfly
17	Women's 400m Freestyle	17	Women's 400m Freestyle
18	Men's 400m Freestyle	18	Men's 400m Freestyle
19	Women's 200m Breaststroke	19	Women's 200m Breaststroke
20	Men's 200m Breaststroke	20	Men's 200m Breaststroke
21	Women's 50m Freestyle	21	Women's 50m Freestyle
22	Men's 50m Freestyle	22	Men's 50m Freestyle
23	Women's 200m Butterfly	23	Women's 200m Butterfly
24	Men's 200m Butterfly	24	Men's 200m Butterfly
		25	Women's 4 x 200m Freestyle Relay
		26	Men's 4 x 200m Freestyle Relay

### **Sunday, February 11**

<b>PRELIMS</b>		<b>FINALS</b>	
<b>Event Number</b>	<b>Event</b>	<b>Event Number</b>	<b>Event</b>
27	Women's 800m Freestyle	27	Women's 800m Freestyle (Top 8)
28	Men's 50m Breaststroke	28	Men's 50m Breaststroke
29	Women's 50m Breaststroke	29	Women's 50m Breaststroke
30	Men's 200m Backstroke	30	Men's 200m Backstroke
31	Women's 200m Backstroke	31	Women's 200m Backstroke
32	Men's 100m Freestyle	32	Men's 100m Freestyle
33	Women's 100m Freestyle	33	Women's 100m Freestyle
34	Men's 200m Individual Medley	34	Men's 200m Individual Medley
35	Women's 200m Individual Medley	35	Women's 200m Individual Medley
36	Men's 1500m Freestyle	36	Men's 1500m Freestyle (Top 8)
		37	Women's 4 x 100m Medley Relay
		38	Men's 4 x 100m Medley Relay

## **STARTS**

FINA one-start rule will be used throughout the meet.

## **ROSTER DECLARATION**

Championship rosters must be sent to the sport chair (Kevin Dickie) by **Friday, January 26**. The sport chair will circulate these to all coaches. Substitutions for medical reasons may be made after that date but before the entry deadline ONLY with a doctor's written note.

## **ENTRY LIMIT AND PROCEDURE**

Seven events of which no more than four may be individual events. (You may enter a maximum of six individual events but scratch two for a total of four.) Each team is permitted only one relay team.

No deck entries will be accepted.

Entries are to be received by **Friday, February 2** at noon using HY-TEK software. The HY-TEK Meet Manager software package will be utilized. Entries must be loaded using the SNC National system.

## **SCRATCH DEADLINES**

DEADLINE FOR FRIDAY'S EVENTS:	12:00pm <b>Thursday, February 8, 2017</b>
DEADLINE FOR SATURDAY'S EVENTS:	½ hour after end of Friday's finals
DEADLINE FOR SUNDAY'S EVENTS:	½ hour after end of Saturday's finals

Emailed scratches (to Bette El-Hawary) will be accepted until - Thursday, February 8th at 12:00pm.

After 12:00pm on Thursday Feb 8<sup>th</sup>, email scratches WILL NOT be accepted and meet Scratch cards are required.

For late scratches:

### *SNC 3.4 Penalties*

- 1. There shall be a \$50.00 penalty for Scratches made after the Scratch Deadline. This penalty shall apply to all step downs, no shows, and unexcused incomplete swims for Preliminaries, Time Final and Finals. (Unexcused incomplete swims shall be the sole determination of the referee).*
- 2. Fines incurred in Preliminaries may be paid immediately, or at the end of the preliminary session. The swimmer in question may swim other events in that preliminary session prior to payment of the penalty.*
- 3. Fines incurred in Finals must be paid immediately. The swimmer and/or relay swimmers in question shall not swim subsequent events (current session or other) until the fine has been paid.*

## **RELAYS**

All relays will be swum as timed finals at night following the completion of individual events. Names and order must be put on the card before the relay break during finals and submitted to Lynn Sitland. Each institution is permitted one relay team entry per relay event. Proof of time will be required for all entries.

## **QUALIFYING PERIOD**

All times submitted must have been done since **September 12, 2017**. Please enter SCM in all events including relays. (Relays may be an actual time or the sum of four standing starts.) Otherwise enter NT.

## **SCORING**

As per AUS regulations, scoring will be as follows:

- Individual events: 20, 17, 16, 15, 14, 13, 12, 11, 9, 7, 6, 5, 4, 3, 2, 1
- Relays: 40, 34, 32, 30, 28, 26, 24, 22, 18, 14, 12, 10, 8, 6, 4, 2 (double individual scores)

## **RULES**

All events will be swum as heats and finals with the exception of 800-1500 metre free and relays. The fastest heat of 800 and 1500 will be swum during the finals. All other heats of 800 and 1500 will be swum at the end of the heats, swimming fastest to slowest alternating gender.

Events in which there are six or fewer competitors will be swum as finals in the evening sessions.

A protest fee of \$50 must accompany any protest. (Fee will be returned if protest is won).

The top eight qualifiers in all events except the 800m and 1500m free will advance to the finals and swim in lanes 1 through 8. As per AUS manual, in events where there are 12 competitors or more, a consolation final of up to eight swimmers will be swum before the final for that event.

## **DECK ACCESS**

Only athletes on the championship roster are permitted on deck.

A reminder that only coaches fully registered with their PSO, SNC and CSCTA are permitted on deck. Officials working the current session are allowed deck access.

## **AWARDS**

Gold, silver and bronze medals will be presented immediately following each race. Please ensure the top three swimmers know to head for the podium following their race.

## **RESULTS**

Live results will be available and all events will be available via webcast at [www.AUStv.ca](http://www.AUStv.ca) More information will be available on this later.

## **4. PRACTICE SCHEDULE**

Canada Games Aquatic Centre

- Thursday, February 8, 2017
- 8 lanes
- 7:00pm - 9:00pm

## 5. PARTICIPATING TEAM FUNCTION/SPECIAL EVENTS

### 5.2 Awards Luncheon:

**Date:** Friday, February 9, 2018  
**Site:** Delta Hotels by Marriott Saint John – Ballroom AB  
**Cost:** \$35.00 per person (Please let us know of any dietary restrictions/requirements)  
**Schedule:** 12:00 Lunch  
**Distance from Pool:** Host hotel (300 metres from pool)

Graduating athletes, MVPs, Rookies of the Year, Coaches of the Year and AUS Community Student-Athlete awards will be presented immediately following lunch.

All teams are asked to RSVP with their required number of tickets no later than **Friday, January 12** to **Kate Morrison** ([kate.morrison@unb.ca](mailto:kate.morrison@unb.ca)). Tickets cost \$35/person and teams will be invoiced following the meet.

Please email Kate with any dietary concerns of any team members when you RSVP.

Please email Kate with your graduating athlete numbers when you RSVP to the luncheon.

Please note that the facility can only accommodate immediate team personnel (athletes, coaches, staff, VIP's) and unfortunately there is no additional space for parents/fans.

### 5.2 Sports Information:

Please send the following to **Andy Campbell** ([andy.campbell@unb.ca](mailto:andy.campbell@unb.ca)) no later than **Wednesday, January 31:**

Dropbox is preferred

- team roster (including all coaches & staff) as per AUS standardized roster
  - coaches are asked to identify **rookies on your rosters** so that we can more easily calculate Rookie of the Meet awards.
- high resolution team photo with cutline
- 6-8 high resolution action photos
- head shots of all graduating swimmers
- headshots and action shots of all potential award winners, all-stars and all-rookies
- season highlights (max 100 words)
- citation of each potential award winner (major awards and all-stars)
- head shot of head coach
- email contacts for local media/sports info personnel wishing to receive post-game stats/recaps/photos
- 15 additional action shots of as many swimmers as possible

### **5.3 Championship gift:**

- Each swimmer will receive a championship gift. **Please confirm number of team members attending the championship to Kate ([kate.morrison@unb.ca](mailto:kate.morrison@unb.ca)) by Friday, January 12.**

## **6. MEETINGS**

### **6.1 COMPETITION TECHNICAL MEETING**

The technical meeting will take place Thursday 6:00pm-6:30pm in the Canada Games Aquatic Centre Pool Deck Meeting Room.

### **6.2 AUS COACHES MEETING**

The coaches meeting will take place Thursday 6:30pm-7:00pm in the in the Canada Games Aquatic Centre Pool Deck Meeting Room.

## **7. MEDIA CONFERENCE & ACCREDITATION**

### **7.1 MEDIA ACCREDITATION:**

AUS media passes will be accepted for admission to the event. Additional media accreditation requests should be forwarded to: [andy.campbell@unb.ca](mailto:andy.campbell@unb.ca)

## **8. CHAMPIONSHIP HOTEL**

All participating teams and team personnel attending an AUS championship requiring accommodation must stay at the AUS championship designated host hotel.

**Hotel:** Delta Hotels by Marriott Saint John  
**Address:** 39 King Street  
**Phone:** 506-648-1679 (direct)  
**Contact person:** Contact Patricia Ness: [patricia.ness@deltasaintjohn.com](mailto:patricia.ness@deltasaintjohn.com)

**Room rates:**

- \$129.00 +tax per room/night (1 King Bed with buffet breakfast for up to 2 people)
- \$149.00 +tax per room/night (2 Double beds with buffet breakfast for up to 4 people)

R.S.V.P. to hotel before Friday, **January 12, 2018**

**Please Note:** Be certain each team identifies the event they are attending by both name of group (AUS Swimming Championship) and date.

Reservations for sleeping rooms should be made by **January 12, 2018**. After that date, all rooms in the block not sold will be released back to the hotel for re-sale.

Distance from competition site: 300 metres (connected via interior walk-way).

## **9. REGISTRATION & TEAM ACCREDITATION**

No accreditation required.

AUS passes will be accepted for admission to the event to make it easy for media and university staff.

## **10. SPONSORSHIP**

### **10.1 Event Name**

Subway is the title sponsor of all Atlantic University Sport championship properties.

All stakeholders are asked to refer to the event in a proper manner as follows:

- *2018 Subway Atlantic University Sport Swimming Championship(s)*  
or
- *2018 Subway AUS Swimming Championship(s)*

### **10.2 Official Event Logo**

The Event Logo is the official emblem / symbol of the event as developed by Atlantic University Sport.

It is available by contacting the AUS office or the championship host and is to be used at all times in any marketing and / or promotional materials related to the event.

### **10.3 The following is a list of protected categories and AUS sponsors for the championship:**

- Quick service Restaurant: Subway
- Beer: Labatt
- Beverage: Pepsi

### **10.4 The following is a list of Host sponsors for the championship:**

- **TBD**

## **11. TECHNICAL INFORMATION**

### **11.1 FACILITIES:**

Dimension: Canada Games Aquatic Centre - 8 lanes  
Scoreboard: Yes  
Seating capacity: Athletes & coaches only on deck, total capacity 660 people  
Team rooms: General locker rooms  
Special Rules: No outside footwear on deck, no food on deck.

### **11.2 EQUIPMENT:**

Anti-Wave reduction lane lines, Dacktronic starting blocks and Dacktronic timing

### **11.3 THERAPY / MEDICAL SERVICES:**

Please contact Allyson Seviour prior to arrival for any specific needs. If necessary, Allyson and the Panther Sport Medicine Clinic can provide support.

### **11.4 LAUNDRY:**

We are unable to provide laundry services.

### **11.5 HOSPITALITY ROOMS (VIP, OFFICIALS, COACHES, ETC.):**

Date(s): February 8, 9 & 10  
Time: 8:00pm (TBC)  
Site: Delta Hotels by Marriott – check with the front desk for the room number.

### **11.6 HOSPITALITY ROOMS (ATHLETES):**

Nothing scheduled

### **11.7 TICKET INFORMATION:**

Entry to the championship is free of charge.

## **DEADLINES**

January 12	Hotel Rooms Booked at Delta Hotels by Marriott
January 12	Awards Banquet #'s and dietary requirements – <a href="mailto:kate.morrison@unb.ca">kate.morrison@unb.ca</a>
January 12	Team member #'s (for gift) and graduating athlete #'s
January 26	Roster Declaration - <a href="mailto:kevin.dickie@acadiau.ca">kevin.dickie@acadiau.ca</a>
January 31	Sports Information – <a href="mailto:andy.campbell@unb.ca">andy.campbell@unb.ca</a>
February 2	Meet Entries Due via SNC System- <b>Friday, February 2</b> at noon using HY-TEK software
February 8	Scratch deadlines:

DEADLINE FOR FRIDAY'S EVENTS: 12:00pm **Thursday, February 8, 2017**

DEADLINE FOR SATURDAY'S EVENTS: ½ hour after end of Friday's finals

DEADLINE FOR SUNDAY'S EVENTS: ½ hour after end of Saturday's finals

# 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 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."**