



Meet Information Package

December 13-15, 2019
Toronto, On

Toronto Pan Am Sports Centre
875 Morningside Ave.
Toronto, On, M1C 0C7

General Information

Date: December 13-15, 2019

Meet Type: Short Course Metres – Heats & Finals

This competition is open to swimmers registered with Swimming Canada and foreign swimmers and teams who are registered with a FINA affiliated organization and comply with Swim Ontario competition eligibility regulations.

**Sanction &
Competition Host:** Swim Ontario

Competition Rules: **FINA and Swimming Canada Rules will apply.**
Any discrepancies between Swimming Canada Meet Rules and those found in this Meet Information Package shall be superseded by those found in this package.
Please note that Swimming Canada Competition Warm-Up Safety Procedures will be in effect. The full document can be viewed [HERE](#).
Only FINA approved swimwear is allowed in competition as per GR 5.

SAFETY & LIABILITY: Swimming Canada and Swim Ontario believes that athletes, coaches, officials, support staff and volunteers have the right to participate in a safe and inclusive sport environment that is free of abuse, harassment and discrimination. For additional resources click [HERE](#).

Only participating swimmers, officials, certified registered coaches, and authorized people are allowed on deck.

Rowan's Law – Concussion Management

The *Rowan's Law* requirements came into effect on July 1, 2019. Swim Ontario takes the health and well-being of all participants in sport and recreation activities very seriously and is committed to helping all in the Swim Ontario family succeed in swimming and other activities. Parents, coaches, officials, volunteers and swimmers all have a role to play in ensuring the safety of all participants at sanctioned competitions in Ontario. We must create an environment that encourages and motivates participants to assume responsibility for their own safety and the safety of others.

Until further protocols or procedures are in place, the concussion management protocol will take effect for all participants at a Swim Ontario sanctioned competition that are involved in an incident resulting in a significant impact to the head, face, neck or body. If symptoms of a possible concussion are present the participant shall be removed from any further Swim Ontario sanctioned activity until they receive Swim Ontario approval upon clearance, in writing, by a medical professional with experience in concussion treatment/protocols. For full details and resources on Rowan's Law and Concussion management protocols click [HERE](#).

Open and Observable Environment

Swimming Canada and Swim Ontario is dedicated to providing a safe and inclusive environment, which involves promoting Open and Observable Environments. This means making meaningful and concerted efforts to avoid situations where a coach/official/staff member, etc. might be alone with an athlete. All interactions between an athlete and an individual who is in a position of trust should normally, and wherever possible, be in an environment or space that is both 'open' and 'observable' to others.

Event Photography/Videography

In order to minimize risk, all photographs and video taken at Swimming Canada/Swim Ontario sanctioned competitions, whether taken by a professional photographer or videographer, spectator, team support staff or any other participant, must observe generally accepted standards of decency. Under no circumstances are cameras or other recording devices allowed in the area immediately behind the starting blocks during practice or competition starts, or in locker rooms, bathrooms, or any other dressing area. For full details click [HERE](#)

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 to the designated deck area and permission to do so. Please contact Meet Management for application and authorization.

Organizing Committee:

Chair: (Swim Ontario) Darin Muma darin@swimontario.com
Meet Manager: Nicole Parent nicole@swimontario.com
Entry Coordinator: Nicole Parent ojientries@swimontario.com

Competition Coordinator: Daryle Martin darylelmartin@gmail.com

Officials Coordinator: Paul Corkum corko@sympatico.ca

Contact & Address: **Dean Boles**
416-426-7227 dean@swimontario.com
1 Concorde Gate, Suite 200B
North York, ON M3C 3N6

Communication:

For information and updates please refer to the Swim Ontario website <http://swimontario.com/page.php?id=2820>. The only meet package that is considered valid is the one found on www.swimming.ca

Location:

[Toronto Pan Am Sports Centre](#)
University of Toronto, Scarborough Campus,
875 Morningside Ave., Toronto, On, M1C 0C7

Facility:

52m x 25m 10 lane, 3m deep, competition pool with bulkheads and a 52m x 25m 10 lane 2.5m deep, training tank with moveable floor and bulkheads. Both pools have non-turbulent lane markers and OMEGA electronic timing systems. There is also a 25m x 21m dive tank and a state of the art field-house and fitness centre.

Pre-meet Training:

Practice Date	Practice Time
December 11	1700-1900
December 12	0900-1130 & 1600-1900

For additional training times please contact: darin@swimontario.com

Session Times:

Competition: Dec. 13-15	Warm Up	Start
	Friday 07:30	09:00
Preliminary Session	Sat & Sun 08:00	09:30
Finals Session	16:30	18:00

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

Competition Format: All sessions will be run in a single 25m x 10 lane (3m deep) tank. Warm-up/cool down facilities will be available.

Preliminaries: All prelims will run 10 lane heats with the fastest three heats circle seeded except for 400m events which will be 2 heats circle seeded.

The 800 and 1500 Freestyle will be run as Time Final events.

The Women's 1500 and Men's 800 Freestyle ~~may be~~ will be limited to the **top 20 entries** and will run fastest to slowest alternating women and men in the preliminary session for all heats during the preliminary session (Friday).

The Women's 800 and Men's 1500 Freestyle will have the fastest **10 entries** in each event swimming in that day's finals session. The remaining heats will be run fastest to slowest alternating women and men in the preliminary session.

Finals:

All "A" finals will be run top ten (10)

All "B" finals will run top ten (10)

The finals sessions will run using the following format:

- "B" Final, "A" Final, "B" Final, Medal Ceremony
- "A" Final, "B" Final. Medal Ceremony

All relays are Time Final events run during the finals session slowest to fastest with the top 10 seeded times in the final heat. Proof of time will be required.

All "A" finalists will be required to report the ready room 15 minutes prior to their event

All "B" finalists are to check-in with Clerk of Course and may then proceed behind the blocks for their race

Important note to clubs: If a top 3 placing swimmer is unable to make it to their award ceremony, the club/team must send a fully uniformed substitute swimmer in their place.

Athlete and Team Information

Psych Sheets: Psych Sheets will be posted at www.swimontario.com 5 days after the entry deadline.

Meet Results: Meet results will be provided in the following manner:

- **Live Results** will be available on our website www.swimontario.com each day through a link on the front page as well as through Meet Mobile.
- Final Results will be forwarded to www.swimming.ca within 48 hours of the completion of the competition.

Competition Eligibility: Swimmers must be registered as competitive swimmers with Swim Ontario, Swimming/Natation Canada or another FINA recognized National Federation and have met the qualifying requirements.
This includes compliance with Swim Ontario non-resident eligibility requirements.

Qualification Period: All short course metres and long course metres times achieved since September 1, 2018 are eligible for entry.

Proof of Qualification: All Canadian entries will be validated via the Swim Canada results database. Meet Management will not accept Canadian entries directly via email. Proof of time must accompany ALL foreign entries. Times are to be submitted in the course they were achieved. Converted times will not be accepted.

Swimmer's Age: **18 YEARS & under as of first day of competition.**

Entry Qualification: Swim Ontario does not accept yards or converted yards times for entry. **PLEASE SUBMIT ENTRIES IN EITHER LCM OR SCM.**

Entries Limits: There are no limits on individual entries or the number of teams entered in relay events. All swimmers must qualify in a minimum one (1) with up to 4 bonus swims, as follows:
Event standards on page 14.

- 1 QT = 4 bonus swims
- 2 QT = 3 bonus swims
- 3 QT = 2 bonus swims
- 4 QT = 1 bonus swim
- 5 or more QT = 0 bonus swims

The 800 and 1500m events are not eligible for bonus swims.

Meet Management reserves the right to limit entries to top 20 in the Women 1500 Free and Men 800 Free distance events.

Meet Limit: The competition host reserves the right to limit the meet to 350 swimmers. In such a case, the Federation or Swim Club that enters the 350th swimmer will be that last entries accepted into the meet.

- Foreign Team Info:** Foreign teams must fill out and submit the foreign team coach and support staff registration information found on the Swim Ontario OJI webpage (http://www.swimontario.com/index_ptp.php?id=2820).
- Entry Process:** Canadian entries: **MUST** be submitted via www.swimming.ca
International entries: **May be submitted as HY3 file or CL2 File to ojientries@swimontario.com** and must be accompanied by official proof of time.
- Entry Deadline:** **TUESDAY DECEMBER 3, 2019** – No entry time upgrade, event additions, or, change of events will be accepted after this date unless authorized by Meet Management.
- Seeding:** After all times have been verified:
All LCM entries will be converted to short course metres (SCM) using Hy-Tek conversion factors and then all entries will be seeded by SCM time regardless of bonus swim designation.
- Entry Fees:**
- | | |
|------------------------------|---|
| Individual Event Fee: | \$20.00 CAD includes HST |
| Relay Event Fee: | \$25.00 CAD includes HST |
| Splash fee: | \$ 5.00 CAD + HST per swimmer = \$ 5.65 |
- Approved International Federation Teams are exempt from entry fees.**
- Team Registration:** Club reps or coaches are required to register at the pool. Registration, payment and deck accreditation must be obtained before deck access will be granted – in room 2060.
- December 11 1630-1900
 - December 12 0830-1100 and 1500-1900
 - December 13 0715-930
- Payment:** Entry fees must be paid **prior to** or at meet registration.
- **Etransfers**, Credit card payment (2.5% added) or cheques will be only accepted form of payment.
 - E-transfer: ettransfers@swimontario.com – indicate OJI 2019 Entry Fees and Club Code
 - **NO CASH payment allowed.**
 - All entry fees must be paid prior to the start of technical meeting.
 - All cheques are payable to
Swim Ontario, 1 Concorde Gate, Suite 200B, North York, ON, M3C 3N6.
 - Clubs wishing to pay by credit card should contact meet management for payment instructions.
 - There will be a \$50 NSF fee for any returned cheques.
 - All fees are payable in Canadian Dollars (\$CAD)
- Accreditation:** Club deck accreditations (inclusive of coaches, team manager and support staff):
- | | |
|----------------|------------------|
| 1–5 swimmers | 2 accreditations |
| 6–10 swimmers | 3 accreditations |
| 11–15 swimmers | 4 accreditations |
| 16–20 swimmers | 5 accreditations |
| 21–30 swimmers | 6 accreditations |
| 31+ swimmers | 7 accreditations |
- Extra accreditations may be purchased at a cost of \$40.00 CAD per accreditation and are based on availability.

Lost accreditation: Will be replaced at a cost of \$40.00 CAD per accreditation.

Coach Accreditation: Coaches must be registered with the CSCTA as an “A1” or “B” member, Swimming Canada, and meet the minimum NCCP requirements as outlined in the Swimming Canada National Registration Policy (see page 8) & Membership Procedures Manual to receive a coach accreditation card and access to the pool deck. Accreditation passes must be visible while on deck. ***Foreign coaches must be affiliated to their national federation or recognized coaching agency in good standing.***

This is a Swim Ontario event.

Only Swim Ontario may grant entry or access to any volunteer, coach, athlete, official, sponsor, or spectator either in the field of play or spectator stands.

**Support Staff
Accreditation:**

Clubs/Teams must complete the Domestic or international Support Staff Accreditation Form available on the Swim Ontario OJI webpage (http://www.swimontario.com/index_ptp.php?id=2820). Clubs not submitting the form in advance may be subject to a \$10 fine per support staff. If a club is submitting a coach as part of their support staff then the individual is not eligible to fulfill any coaching role. Support staff found to be in breach of this will have their deck accreditation removed and notification to the CSCTA will be done for compliance to CSCTA Code of Professional Conduct - Coach to Profession 11 a and b.

Support staff may include: physiologist, chiropractor, doctor, massage therapist, bio mechanist, psychologist, physiotherapist or team managers/chaperones.

**Swimmers
Accreditation:**

Swimmers will be provided an accreditation card for deck access. This card must be displayed at all times. Access to the pool will be through the locker rooms and past the main security checkpoint.

Notes:

The Deck Accreditation Card remains the property of Swim Ontario and can be withdrawn, with immediate effect, at Swim Ontario’s sole discretion. By using this Card, 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 the Accreditation card 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 in order to use this Deck Accreditation Card. The individual 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 my participation in, and/or organizing the Swim Ontario Designated Competition

Please be advised that deck accreditations should not be provided to children, youth or adults that are not participants in the competition, either as an athlete, coach, support staff or volunteer/official. 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.

**SNC Coach
Registration Policy
for Canadian Clubs:**

The SNC coach registration policy states that all coaches attending any sanctioned competition must have a minimum NCCP coaching status. **All teams must submit a list of coaches attending the Ontario Junior International at the time of entry.** Meet management will confirm that the Canadian coaches submitted are compliant with the SNC policy prior to the competition as well as at Registration. Coaches found not to be compliant will not be eligible to participate in the Ontario Junior International.

Technical Meetings: Thursday, Dec. 12, 2019, 5:00 pm at Toronto Pan Am Sports Centre

Coaches Meetings: If necessary, meetings will take place 30 minutes prior to the start of each session

Officials Meetings: Will take place 45 minutes prior to the start of each session

Coach Policy: As per Swimming/Natation Canada or registered with a recognized FINA affiliated National Federation.

Official Splits: 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 shall so advise the Referee prior to the commencement of the session (or event) in question.

On Deck Policy: Only persons with valid swim meet accreditation will be granted access to the deck.

Scratches:

Preliminaries

- Friday Preliminaries and timed final events: 30 minutes following the December 12 Technical Meeting (excludes 800m and 1500m Freestyle on Friday).
- Saturday and Sunday: 60 minutes (7 PM) following the start of Finals the previous evening (excludes 800m and 1500m Freestyle on Sunday).
- Scratches must be done on the official scratch cards.
- E-mailed scratches WILL NOT be accepted.

Finals

- Finals events and Relays: 30 minutes following the completion of the preliminary events
- Scratches must be done on the official scratch cards.
- E-mailed scratches WILL NOT be accepted.

Check In

- Positive Checkin for the 800m and 1500m Freestyle will be 30 minutes after the start of preliminary warmup (morning) on the respective day the event will be swum. Any scratches received after the positive checkin period has ended will be subject to penalties.
- All A & B finalists and alternates and relay teams must checkin with the Clerk of Course 15 minutes prior to start of race.
- There is no positive checkin during the finals warmup.

Penalties

- “No-Shows”, “step-downs” and “unexcused incomplete swims” will be penalized \$50.00 CAD for both Preliminaries and Finals.
- 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 paying the penalty. Should the swimmer in question qualify for finals, he/she shall not swim in Finals until the fine is paid.

Relay Name

Submission:

Coaches should submit their relay names via Relay Form provided by Clerk of Course.

- Deadline for all relays forms and names: 30 minutes before the start of Finals session

Awards:

Individual and relay team awards only as follows:

- Medals for first, second and third place in both individual and relay events
- Aggregate High Point Awards Male and Female
 - 5 points for gold
 - 2 points for silver
 - 1 point for bronze
 - Ties for the above, will be awarded
- **Best World Class Swim Male based on 2019 SCM World Ranking**
- **Best World Class Swim Female based on 2019 SCM World Ranking**

Important note to clubs: If a top 3 placing swimmer is unable to make it to their award ceremony, the club/team must send a fully uniformed substitute swimmer in their place.

Site Information:

Hospitality:

A hospitality area with light refreshments will be available for both coaches and officials.

Parking:

Parking is available at the facility in designated areas for a fee of \$11.50 per day weekdays and \$3.00 per day on Saturday and Sunday.

Lockers:

Lockers are available at the pool in the change rooms— please bring your own locks.

Meet Program

Day 1 – Friday, December 13, 2019

Preliminary Session			Final Session		
Warm-up: 0730 – 0850 Start: 0900			Warm-up: 1630 – 1750 Start: 1800		
<u>Women</u>		<u>Men</u>	<u>Women</u>		<u>Men</u>
1	200 Freestyle	2	1	200 Freestyle	2
3	100 Breaststroke	4	3	100 Breaststroke	4
5	400 Individual Medley	6	5	400 Individual Medley	6
7	100 Butterfly	8	7	100 Butterfly	8
9	50 Backstroke	10	9	50 Backstroke	10
39	1500 Freestyle (TF)	--	11	800 Freestyle Relay	12
--	800 Freestyle (TF)	40			

Day 2 – Saturday, December 14, 2019

Preliminary Session			Final Session		
Warm-up: 0800 – 0920 Start: 0930			Warm-up: 1630 – 1750 Start: 1800		
<u>Women</u>		<u>Men</u>	<u>Women</u>		<u>Men</u>
13	200 Butterfly	14	13	200 Butterfly	14
15	100 Backstroke	16	15	100 Backstroke	16
17	400 Freestyle	18	17	400 Freestyle	18
19	50 Freestyle	20	19	50 Freestyle	20
21	200 Breaststroke	22	21	200 Breaststroke	22
23	50 Butterfly	24	23	50 Butterfly	24
			25	400 Freestyle Relay	26

Day 3 – Sunday, December 15, 2019

Preliminary Session			Final Session		
Warm-up: 0800 – 0920 Start: 0930			Warm-up: 1630 – 1750 Start: 1800		
<u>Women</u>		<u>Men</u>	<u>Women</u>		<u>Men</u>
27	200 Individual Medley	28	35	800 Freestyle (TF - FH)	--
29	100 Freestyle	30	27	200 Individual Medley	28
31	200 Backstroke	32	29	100 Freestyle	30
33	50 Breaststroke	34	31	200 Backstroke	32
35	800 Freestyle (TF - SH)	--	33	50 Breaststroke	34
--	1500 Freestyle (TF- SH)	36	--	1500 Freestyle (TF- FH)	36
			37	400 Medley Relay	38

TF – Time Final FH – Fastest Heat SH – Slower Heats

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

Meet Management reserves the right to limit entries to top 20 in the Women 1500 Free and Men 800 Free distance events.

Ontario Junior International – Qualifying Standards

Women			Event	Men		
Standard				Standard		
SCM		LCM		LCM		SCM
26.78		27.68	50 Freestyle	24.84		24.06
57.79		58.96	100 Freestyle	53.71		52.36
2:04.66		2:08.23	200 Freestyle	1:58.27		1:54.56
4:24.04		4:31.20	400 Freestyle	4:13.64		4:04.99
9:12.70		9:26.01	800 Freestyle	8:50.40		8:40.00
17:50.00		18:11.40	1500 Freestyle	17:06.21		16:26.65
30.07		31.43	50 Backstroke	28.74		27.16
1:04.22		1:06.78	100 Backstroke	1:01.18		58.30
2:17.75		2:24.60	200 Backstroke	2:13.01		2:06.21
33.75		34.66	50 Breaststroke	31.15		30.27
1:13.02		1:15.06	100 Breaststroke	1:08.20		1:05.83
2:37.68		2:42.60	200 Breaststroke	2:28.97		2:22.99
28.76		29.27	50 Butterfly	26.76		25.99
1:04.02		1:04.73	100 Butterfly	58.50		57.61
2:21.02		2:25.11	200 Butterfly	2:12.49		2:08.47
2:21.22		2:26.03	200 Individual Medley	2:14.55		2:09.29
4:58.81		5:11.29	400 Individual Medley	4:47.54		4:37.44

Meet Management reserves the right to limit entries to top 20 in the Women 1500 Free and Men 800 Free distance events.

DIVE STARTS:

As per the Facility Rules for Dive Starts, this competition will be conducted as follows: Starts will be conducted from Starting Platforms (blocks) as per FINA FR 2.3 and SW 4.1

RECORDS:

Swim Ontario will be completing a certified pool length survey for the aforementioned swimming pool and swim times achieved at this competition will be eligible for provincial, national and FINA records.