



**COMPETITIONS RULES AND GUIDELINES  
2016-2017**

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**SANCTION SCHEDULE:**

The schedule for running meets is:

D-60 days:

The Meet Manager contacts Swim Nova Scotia to discuss the organization of the meet.

D-45 days:

The meet manager shall apply for a sanction at [www.swimmeet.ca](http://www.swimmeet.ca) and send a copy of their budget and sanction fee to Swim Nova Scotia. (Once the meet package has been approved by Swim Nova Scotia the event set up file should be posted for review prior to final sanctioning). All meet packages must include approximate timelines.

D-30 days:

The meet package and hy-tek set up file should be posted and sanctioned on the National Swim Meet web page.

D+1day:

Meet Results should be posted on the National Swim Meet web page.

D+14 days:

Meet report arrives at the office. The report includes the actual final financial statement, the list of officials, gold bonus (\$0.60 per swimmer), and a report of problems and suggestions to assist in future meets.

**NOTE:**

Clubs are to let Swim Nova Scotia and the host club know 8 weeks in advance of a swim meet if your club is not attending. Penalty is \$1 per registered swimmer (per National registration site) payable to the host club. Meet entry deadlines must be respected; meet management is responsible to enforce this.

**COACHES:**

All Coaches must adhere to the Swim Nova Scotia Coach Membership Policy. Coaches that are not members in good standing with Swim Nova Scotia are not eligible to be on deck at sanctioned Swim Nova Scotia events.

**NOVA TECH:**

**Aims**

- Focus on technique, short duration speed
- Support a learning curve for sport rules
- Keep kids moving, just play the game
- Progressive events
  - Entry to competition - focus on short speed bursts (25m) and rhythm (IM), just play the game, learn the rules but compliance not required
  - Once a level of performance is attained in 100 IM progress to 200 IM and add in 50m events to include all turn technique
  - Keep focus on short speed, add full range of turn tech, develop rhythm (IM) endurance (200m)
  - Once a level of performance is attained in 200 IM then add in 200 free
  - A swimmer graduates into Age Group and Invitational meets once he/she has attained a performance level in both the 200 IM and 200 free
- Progressive incentive
  - Graduation at each level is awarded
- Progressive involvement of parents in time and resources
  - Minimize travel and related cost commitment
  - Minimize volunteer time commitment
  - Keep focus on healthy, active kids

NOVATECH AQUA KIDS	Events	Awards	Graduation
PARTICIPATION Level	- 25's all strokes - 50 kick - 100 IM - Relay - No DQ, learning	- All participants receive a result card after each meet - Graduates to level One also receive an Active Kids Bronze medal.	100 IM under 2:15 50 Kick under 1:20 (Freestyle kick)
LEVEL ONE	- 50's all strokes - 50 kick - 200 IM - Relay - No DQ, learning	- All participants receive a result card after each meet - Graduates to level TWO also receive an Active Kids Silver medal	200 IM under 4:15 50 Kick under 1:10 (Butterfly or Freestyle kick, Coaches discretion)
LEVEL TWO	- 50's all strokes - 50 kick - 200 IM, 200 free - Relay - DQs begin	- All participants receive a result card after each meet - Graduation by ability not age - Graduates from level TWO to Age group and invitational meets also receive an Active Kids Gold medal and letter of recognition from	200 IM under 3:55 200 Free under 3:40 50 Kick under 1:00 (Butterfly or Freestyle kick, Coaches discretion)

		PSO/MLA	
Age group meets	Notes:	- Need a progressive rotation of events to accommodate entry of graduates throughout the year - Need 12&U age group	Strive for NS standards

**Nova Tech Aqua Kids Meets**

- Single day, aim 4 hours, except the final explosion meet will be two days
- Divide into three regions as needed to accommodate timeline goals (South/Central/North)
- Mid morning to mid day start
- After first two meets consider group warm-ups
  - (eg) start pool warm-up with all Participation level kids, spread over lanes and a coach or two per lanes; general prep and review
  - (eg) while Participation level does pool w.u. the Level One and Level Two do activation all together with teams mixed; coach led, other coaches mix in and assist
  - (eg) when Participation climbs out, Level 1 and Two divide over lanes (3 lanes Level 2, and 3 lanes Level3); lane coaches move these kids through pool w.u. and Participation kids dry off and do activation and prep for first event.
  - First two meets would use lane assigned team warm-ups oyo as is done now
- Mix order of events, not same order for each meet; begin to learn to just do the race, no special circumstances for free or IM
- Clubs responsible for distribution of awards in house; can do own and personalize or may order generic from PSO

**Participation = graduate to Level I when 100 IM under 2:15.00 & 50 Kick (Freestyle) under 1:20**  
**Level 1 = graduate to Level 2 when 200 IM under 4:15.00 & 50 Kick (Butterfly or Freestyle) under 1:10**  
**Level 2 = graduate to age group development meets when 200 IM under 3:55.00 and 200 free under 3:40.00 and 50 Kick (Butterfly or Freestyle) under 1:00**

**Age Group Development Meets:**

- Eligible swimmers may swim any event up to a maximum meet limit. 800/1500m may require proof of time for all events for seeding purposes.
- Individual awards per age group
- All 12 & under swimmers are eligible for best time ribbons at all meets.

- 12 & under swimmers are not eligible to swim in any 100m events as per LTAD strategy.
- Nova Scotia Swim Coaches Association (NSSCA) will provide a standard meet package for Jr. Provincial Championships, and Nova Scotia Provincial Championships.
- Meets are closed to swimmers from outside of Nova Scotia unless they have the Nova Scotia Provincial Championships Qualifying Standards.

### **Out of Province Meets:**

- These are meets usually attended by Nova Scotia swimmers.
- These meets have certain time standards that are set to limit the number of participants.
- This may include the following meets:
  - Easterns/Westerns
  - Canadian Junior Championships
  - Canadian Swimming Trials
  - Canadian Swimming Championships

### **RELAY QUALIFICATIONS:**

Each club is allowed to enter one relay per event number as long as they meet the following criteria:

- I. At least two (2) of the four (4) members are qualified, entered, and swim in that age group.
- II. Swimmers must not move to a younger age group (from which they are entered) to fill up the relay. However, a swimmer may move to an older age group.
- III. At least three swimmers must be legally entered in the meet in an individual event.
- IV. A swimmer may only swim once per event, with an event defined as an individual relay race assigned a specified number in the program and consisting of one or more heats.

A second relay may be entered for clubs with four (4) or more swimmers qualified, entered, and swimming in the event's Age Group. A maximum of two (2) relay team swimmers may move up from younger Age Groups. A third relay may be entered for clubs with eight (8) or more swimmers qualified, entered, and swimming in the event's Age Group, etc.

\*Only two relays per team may score (teams must declare their scoring relays when they submit their relay names)

### **EXHIBITION SWIMS:**

- Only the host club is eligible to enter swimmers as exhibition, other clubs, through their club coach may request exhibition swimmers at the discretion of meet management. It is recommended that meet management state this in their meet package. These swims must be signified by "EX" instead of an entry time. These entries must be seeded in the slowest heat

and only in empty lanes available after all qualified swimmers are seeded. No extra heats may be created to accommodate exhibition swimmers. Exhibition swimmers shall only swim in their own age group and cannot advance to finals or receive points.

- Non-competitive swimmers are eligible to swim at one meet throughout the year as an exhibition swimmer to encourage them to become competitive. These must be included with the entries and designated as exhibition.
- No exhibition swimmers in Championship Meets.
- If the Meet Management agrees, a time trial may be held at sanctioned meets.

### **ENTRY AND SCRATCH PROCEDURES:**

Both shall be clearly stated in the meet package.

#### **Scoring (All Meets):**

6 Lane Pool

6 Places 50-30-20-15-14-13

12 Places 50-30-20-15-14-13; 9-7-6-5-4-3

8 Lane Pool

8 Places 50-30-20-15-14-13-12-11

16 Places 50-30-20-15-14-13-12-11; 9-7-6-5-4-3-2-1

- Team and Individual awards shall be compiled using the same point system.
- Relays shall receive the same points of individual events, to the same number of lanes in pool.
- All heats of finals and the consolation final shall be scored; points shall not be awarded in preliminaries. Events swum as timed finals shall be scored to 6 or 8 places only

### **STARTS:**

- For all Swim Nova Scotia sanctioned meets, the Fina One Start rule shall apply

### **DECK ENTRIES:**

- Host clubs decide if late or deck entries will be accepted and whether these entries will be awarded points and/or final swims. These entries may or may not re-seed an event. Deck entries must swim in their proper age group.

### **RECORDS:**

- At non-championship meets, coaches are asked to notify meet management of any records set.
- Following the competition, coaches are required to notify Swim Nova Scotia of the record(s).
- Record import file is available from Swim NS upon request.

## **AWARDS:**

- **Nova Scotia Provincial Championships-**

High Point Awards: Plaques/awards for top high point male and female in each individual age group.

Team Awards: Banner for Top Overall Winner, Banner for Top Female Team Winner, Banner for Top Male Team Winner.

## **OFFICIALS/VOLUNTEERS:**

Clubs sending three (3) or more swimmers to any Swim Nova Scotia sanctioned competition are required to provide at least one official/volunteer per session. Clubs sending fifteen (15) or more swimmers to any Swim Nova Scotia sanctioned competition are required to provide at least two officials per session. The names of the officials/volunteers are to accompany meet entries. Note that this is a recommended guideline; clubs hosting meets may adjust accordingly.

### **Sanctioned Time Trials Guidelines**

Sanctioned time trials should be run for development opportunities and not for last chance opportunities to qualify for meets.

Sanctioned time trials can take place during the following windows:  
March 1-April 30 and July 1-August 31.

Time trials will not be offered during sanctioned swim meets.

#### Class One Sanctioned Time Trial (Sanctioned Record attempts)

- i. A Class One Time Trial is reserved for sanctioned record attempts. Such time trials shall be advertised at least three days prior to the attempt in order for a record to be recognized or accepted;
- ii. No advertising is necessary for record attempts at sanctioned meets;
- iii. The Time Trial shall be held in public and shall meet the minimum requirement of a Provincial Section (PS)\*;
- iv. No coaching is permitted during the record attempt.

#### *\*Minimum requirements for Swim Nova Scotia Class One Sanctioned Time Trials:*

- *Notification must be given to Provincial Office no less than three (3) days prior to the event.*
- *Certified Officials must be in place, including at least one Level IV*
- *For records to be official there must three registered times*

#### Class Two Sanctioned Time Trial

- ii. A Class Two Time Trial is a swimmer's attempt to achieve a time which may qualify the swimmer for entry into future meets;

- iii. Class Two Time Trials may be conducted on a less stringent basis than other sanctioned meets. For example, several swimmers may swim at the same time, they need not be doing the same event; they need not be the same sex, and two timekeepers per lane are sufficient;
- iv. Individual freestyle events of 800m or longer may be conducted with more than one swimmer per lane;
- v. Records shall not be accepted from Class Two Time Trials.
  - In order for Class One and Two Time Trials to be sanctioned clubs must submit a complete sanction form to the Provincial Office no less than one week (7 days) from the event, including the name of the Head Official (Level IV for Class One Time Trials and a certified Referee for Class Two). *(No fee required)*
  - Pre-competitive swimmers may participate in the meet; however, they must be designated as “Exhibition” in the meet results. All other competitors shall be registered with Swim Nova Scotia.
  - Meet results (must be in hy-tek format) must be emailed to the Provincial office no less than 48 hours following the event.

### **Official Split Request(s)**

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 advise the Meet Management prior to the commencement of the session in question by completing the ‘Official Split Request’ form. Coaches may be asked to provide timers if required.

### **Universal Participation**

- Para: Swim Nova Scotia is fully inclusive of all swimmers with a disability (PARA Swimmers). Para swimmers must be classified. Contact Swim Nova Scotia for classification details.
- Cultural Cover-Ups: Swim NS supports the participation of all qualified swimmers into all competitions including provincials and permits the wearing of cultural coverings/suits so long as the material is permeable and will not aid in the buoyancy of the swimmer.
- Transgender Athlete Guidelines:
  - “Transgender”- Individuals who have been assigned one gender at birth but identify with the other gender. In order to align their bodies with their sense of gender, many transgender individuals undergo hormone therapy and/or surgery to transition to the other gender.
  - Swimmers wishing to register may register in the gender for which they identify with.

If an athlete requires special considerations, the athlete would need to contact Swim Nova Scotia; providing medical documentation may be requested.

Swim Nova Scotia will not disclose to outside parties any documentation submitted by an athlete.

## **Risk Management**

### **SWIMMING CANADA COMPETITION WARM-UP SAFETY PROCEDURES**

Meet Management for all sanctioned Canadian swimming competition must ensure the following safety procedures are applied. It is incumbent on coaches, swimmers, and officials 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 water **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 tank 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 either in pre-competition handout, 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 sprint lanes in *(Coaches should not be working on turns, relay take-overs or other activities at the end opposite the dive start.)*
- 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 scheduled warm-up time.
- Meet Management may permit use of tubing or cord assisted sprinting in designated lanes and during specific times of the warm-up only. Coaches are responsible for equipment reliability and use.
- Hand paddles, drag chutes, and flippers / fins are not permitted during any warm-up at any time.

#### **VIOLATIONS:**

- Swimmers witnessed by a Safety Marshal diving or entering the water in a dangerous fashion will be scratched without warning from their first event following the warm-up period in which the violation occurred.
- In the case of a second offense during the same competition the swimmer will be removed from the competition in its entirety. A provincial disciplinary action or report may be filed.

#### **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 tank and when applicable, similarly situated in designated warm-up tanks 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.
- In Nova Scotia, the meet session Starter OR Chief Judge Electronics shall be the safety marshal for the warm-up period

#### **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 WARM-UP COMPETITION SAFETY PROCEDURES WILL BE IN EFFECT AT THIS MEET.”**