



2021 North and Interior
Winter Divisional
Championships (Virtual)

DATES March 1-7, 2021
SWIM BC CONTACT Carrie Matheson

FORMAT

1. Clubs and coaches are responsible for running their events safely within an identified window, setting up sessions in the format that best suits each club's individual circumstances, workout timeframes and pool and staff availability.
2. Priority must always be given to adherence to safety guidelines as determined by Public Health Orders and facility.
3. Times submitted can be either sanctioned or unsanctioned. This will depend on Public Health Orders, access to facilities and comfort of clubs to manage. The process to gain these times will be coach managed and driven, within the timeframe of a workout or time trial.
4. Clubs may choose to run a select number of events, or multiple sessions, according to their needs.
5. Clubs may decide whether they run events as single or mixed genders, according to their needs.
6. There are no club and/or individual entry fees for this event.

With the changing sport environment due to COVID-19, this Championship program may need to be adapted and/or changed. All changes will be communicated to club as soon as possible.

ELIGIBILITY

1. All swimmers **MUST** be fully registered as a competitive swimmer with a club in the North and Interior Division (pre-competitive swimmers are not eligible). Registration will be validated against the SNC RTR system.
2. Qualifying period is from September 1, 2019, to March 1, 2021.
3. During the qualifying period, athletes must have attained at least ONE 2020-2021 North and Interior Divisional qualifying times **AND must not have attained more than TWO Provincial standards.**
 - a. Swimmers with TWO or less Provincial Standards are de-qualified from those events.
4. Swimmer age is as of March 1, 2021.
5. Age groups for individual events will be: 12 & U, 13-14 and 15 & O
 - a. Swimmers cannot swim in an "older" age group, with the exception being swimmers who "age up" between March 1 and 29, inclusive who have more than TWO Provincial Standards in current age group but have less than THREE Provincial Standards in .
 - b. In these cases, swimmers will be moved into the "older" age category and will be subject to the same entry rules as other swimmers. Email Carrie Matheson to ensure the swimmer is entered into the correct age category.

NON-QUALIFIED SWIMS

1. Entries not meeting the qualifying standards will not be accepted.

RELAYS

1. Age groups for relays will be 12&U, 14&U, Open.
2. There will be no qualifying times for relays.
3. There will be no maximum number of teams per club for relay entries.
4. Please specify relay team swimmer assignments with entries and/or results.
5. Swimmers, who will be in relays only, must be listed in their club's Hytek entry file as "Relay only swimmers"; and cannot have more than two "Provincial" standards.

PROCESS FOR SUBMITTING ENTRIES FOR PSYCH SHEETS

1. Clubs download the Meet Event file from the Swimming Canada website (Live & Upcoming Meets page) and import the file into their Club Meet Entry program as appropriate (e.g. Team Manager, Team Unify or Pool Queue).
2. **"Custom time" entries will be accepted for the Psych Sheet reports**; swimmers must have attained the divisional standard time in each event they enter but not faster than the Provincial Standard. A custom time is any time done this season in any unsanctioned time trial or during practice. *(See Appendix I - Custom Time Features for Hy-Tek, Team Unify and/or Pool Queue)*
3. Entries must be uploaded to Swimming Canada meet listing website by the **Entry Deadline - February 3, 2021.**
4. Please include the proper contact name, phone number, and email address when uploading entries.
5. **Psych Sheets will be published on the Swim BC website by February 5, 2021.**

PROCESS FOR SUBMITTING RESULTS

1. Clubs hold their racing either non-sanctioned or sanctioned depending on Public Health Orders and club access to facilities. Honesty will be the best policy when submitting times - the best outcome is to ensure swims are completed in a 'race' or 'race rehearsal' environment.
 - a. Where possible, we are asking clubs to swim the events in the normal event order to better replicate the championship atmosphere.
 - b. We recognize not everyone has access to an idea racing environment. If alternate starts are used, correct the time using the following equations:
 - i. Blocks start: no time correction
 - ii. No blocks / start from deck: 0.5 sec correction (time - 0.5 sec = submitted time)
 - iii. Push start: 1.5 sec correction (time - 1.5 sec = submitted time)
 - iv. Backstroke start without blocks: 0.5 sec correction (time - 0.5 sec = submitted time)
2. Using the same file as used to submit times for the Psych Sheets, Clubs then use those results as 'entries' for the competition by putting the times swum into the 'Custom Time' or "Handwritten" column if using Entries/Entries by Name, or the 'Custom' column if using Entries/Entry by Event. (See Appendix I - Custom Time Features for Hy-Tek, Team Unify and/or Pool Queue)
3. Once ALL the times for ALL swimmers have been added into Team Manager, please confirm all swimmers are registered correctly. Coaches export 'entries' and submit the club entry file by emailing file to Carrie Matheson (carrie.matheson@swimbc.ca)
4. **This file is due no later than Mar 7, 2021 at 11:59pm**; if a club chooses, they may submit their swimmers' times any time between Feb 15 - Mar 7, and do not need to wait until all racing has been completed.

SCORING

Individual events scored: 20-17-16-15-14-13-12-11

Relay events scored: 40-34-32-30-28-26-24-22

AWARDS

Digital certificates will be sent to all Top 8 finishers.

EVENT ORDER

Day 1	Day 2	Day 3
200 IM	200 Free	200 Breast
100 Back	50 Fly	100 Free
200 Fly	100 Breast	50 Back
50 Breast	50 Free	100 Fly
400 Free	400 IM	800 Free
		1500 Free
4x50 FR	4x50 MR	4x100 Mixed FR
		4x100 Mixed MR

Appendix I - Custom Time Features for Hy-Tek, Team Unify and/or Pool Queue

Using Hy-Tek Team Manager:

The following screen shows what the Team Manager screen will look like if using Entries > Entry by Name.

The screenshot shows the Hy-Tek Team Manager interface. At the top, there are menu options: Find, Time Calc, Athlete Results, View, Print, Help. Below the menu is a search bar for 'For this Meet, Swim for Team:'. There are several filter options: 'Only Pre-Entered Athletes', 'Male', 'Female', 'Both', 'School Yr', 'Team', 'Group', 'Subgroup', 'WM Gr', 'WM Sub', 'Standards', 'Low Age', 'High Age'. The main data table has columns: Last Name, First Name, MI, Gen, Birth, Age, Gr, Sub, Yr, Preferred Name, Team, ID, Citizen. Below this is a section for 'Show Relay Entries' and 'Show Swim-Up Events'. The bottom part of the screenshot shows a table of swim events with columns: Seas, Div, Event, Gen, Distance, Stroke, Age, Enter, Best Time, Custom Time, Exh, Alt, Bonus, Yards, LCM, SCM, Achieved, Meet Achieved. The 'Custom Time' column is highlighted in yellow, and a red arrow points to it with the text 'Times swum in time trials to be entered in 'Custom Time' column.'

Using Team Unify Entries System:

The following steps show how the Team Unify system can be used for adding custom times:

1. Click on the check box to select the event.
2. Change the time shown as the entry time.
3. Click save changes.
4. Approve the event selection on the next page.

Using Pool Queue Entries System:

The following gif shows what the Pool Queue screen will look like:

1. Click on the check box to select event.
2. Add the time to the Custom Time field.

Se...	Ev...	Ge...	Age	Dis...	Stroke	Ent...	Best Time	Custom Time	Bonus	SC
1	1A	Wom...	12&U	50	Free	<input type="checkbox"/>	00:50.80		<input type="checkbox"/>	
1	2A	Wom...	12&U	200	Medley	<input type="checkbox"/>	04:45.19		<input type="checkbox"/>	
1	3A	Wom...	12&U	200	Fly	<input type="checkbox"/>	NT		<input type="checkbox"/>	
2	4A	Wom...	12&U	50	Free	<input type="checkbox"/>	00:50.80		<input type="checkbox"/>	
2	5A	Wom...	12&U	200	Medley	<input type="checkbox"/>	04:45.19		<input type="checkbox"/>	
2	6A	Wom...	12&U	200	Fly	<input type="checkbox"/>	NT		<input type="checkbox"/>	
2	7A	Wom...	12&U	200	Free	<input type="checkbox"/>	03:47.69		<input type="checkbox"/>	