



VICM Long Course Swim Meet

Saturday January 20, 2024

Sanctioned by Swim BC: #41250



COMPETITION HOSTS: Victoria Masters Swim Club (VICM)

VENUE: Saanich Commonwealth Place
4636 Elk Lake Drive, Victoria, BC V8Z 5M1
Ample Free parking; limited number of token-operated day use lockers

POOL: 8-lane 50 metre competition pool w/electronic timing, back stroke starting aids and warm down in the dive pool

MEET MANAGER: Dawn Wilson (meetmanager@victoriamasters.ca)

MEET REFEREE: Jeff Stevens/Lisa Feeney

OFFICIALS COORDINATOR: Island Swimming

WARM UP AND SESSION TIMES

Saturday, January 20, 2024

Session #1	Warm-up	9:00 am - 9:45 am
	Competition	10:00 am - 5:30 pm

Note: Session completion time is approximate

SAFE SPORT STATEMENT

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.

ELIGIBILITY

- All swimmers must be registered with a Swim BC, SNC, or other World Aquatics recognized club.
- Proof of registration may be required for International Masters swimmers.
- Age groups for individual events will be: 18-24, 25-29, 30-34, 35-39 etc. (five-year age group increments)
- Swimmer age is as of December 31st, 2024.
- The meet will be limited to 150 swimmers. Entries will be considered on a first-come-first-served basis.

ENTRIES

- Swimmers are limited to a max of **FOUR** individual entries plus relays.
- Swimmers must submit an entry time for each event. Entries with NT will not be accepted.
- Meet Fees are \$60.00 per swimmer.
- Registration Methods:
 - Online:** [Online Entry Link](#)
 - Deadline:** January 13, 2024.
 - Instructions on how to register are added to the end of this meet package.
 - Payments must be made to: payments@victoriamasters.ca
- Meet fees **MUST** be paid upon receipt of invoice.
- Late and/or deck entries will not be accepted. No refunds.**
- Psych Sheets and Heat Sheets will be posted on the MSABC website as soon as possible after the entry deadline.
- Heat Sheets will be emailed to all registered swimmers by January 17. Please print out and bring your own copy.

GENERAL MEET RULES

- This meet will observe the World Aquatics Technical Rules as outlined in the current World Aquatics Masters Rulebook as well as:
 - From the deep end: Starts shall be permitted from Starting Platforms (blocks) as per AQUA FR 2.3 and SW 4.1.
- Swim BC Competition Safety Warm Up Procedures will be in effect.
- All swimmers are permitted to race with swimwear of their choosing at all competitions sanctioned by Swim BC. It is not required to

declare the choice of swimwear to the Referee if the fabric of the swimwear is a permeable open mesh textile and would not reasonably be seen to create a technical advantage in terms of speed, buoyancy, or endurance.

- All events will be swum as **TIMED FINALS**.
- Events will be swum slowest to fastest with all age groups and genders swimming together.
 - In the results, swimmers will be separated into the different genders and age groups.
- The 400 Free and 400 IM event will be limited to 4 heats (the first 32 swimmers)
 - Clubs/Swimmers will be notified in advance and will have 24 hours to re-submit entries.
- Meet management reserves the right to reduce the number of entries for all events if the meet time lines do not fit a reasonable time frame. Clubs/swimmers will be notified in advance and will have 24 hours to re-submit entries if needed.
- Coaches are asked to check in with the Meet Manager immediately upon arrival to pay outstanding entry fees, pick up Meet Info packages and receive information regarding any changes.
- Any act of theft, vandalism or similar action will result in immediate disqualification from the meet.
- All participants are to respect the facility rules including: no deck changing, no outside shoes, and no food or beverages on deck.

1500 M FREESTYLE

- There will be a limit of 16 females and 16 males for this event.
 - A waitlist will be created for this event only if more than 16 swimmers of either gender register. Waitlisted swimmers will be notified after January 13th and prior to meet day.
 - All swimmers registered in this event must confirm their participation in person at the check in desk by noon on the day of the session.
- Heats may be combined (two swimmers per lane) as per the Swim BC guidelines.
- Swimmers will be required to swim front crawl and no other stroke will be allowed.
- Distance Lap Counters will not be available. Swimmers may provide their own.
- Extra timers will be available at the meet. However, it is recommended that clubs have someone to assist with timing if necessary.

RELAYS

- Age groups for relay events will be: 72-99, 100-119, 120-159, 160-199, 200-239 (forty-year increments as high as necessary)
- Women's, Men's, and Mixed** relays events will be combined. Swimmers may only swim either on the men's, women's, or mixed team in the relay events.
 - The Relay events will be separated out in the results.
- Mixed relay teams **MUST** have 2 females and 2 males per team.
- The Relay card form is attached to this meet package. Clubs are required to use this form when submitting all entries and changes to existing entries.
- Deadline for relay entries is January 13, 2024. Entries can be submitted via email to the Meet Manager. Deadline for relay name/order changes will be:
 - For the Medley Relays: **8:00 am**
 - For the Free Relays: **11:00 am**
 - The Relay card form is attached to this meet package. Clubs are responsible for bringing their own copies to the meet and submitting them to the Admin Desk.

SCORING

- Individual scoring: 20-17-16-15-14-13-12-11
Relay scoring: 40-34-32-30-28-26-24-22
- Scores from this meet will be included in the League Trophy Award as per the MSABC League Trophy policy.

AWARDS

- Each swimmer will receive a participation certificate with labels for each event swum. Certificates must be collected at the meet (they will not be mailed).

RECORD ATTEMPTS

- Record attempt forms are attached to this meet package. It is the swimmer and/or coach's responsibility to fill out the form and submit to the Admin Desk prior to the start of the session.
- All new Provincial Records must be submitted to Swim BC for verification - Carrie Matheson (carrie.matheson@swimbc.ca).

ACCOMMODATIONS

We have negotiated preferred rates with the Accent Inn as a courtesy, however you are welcome to stay at the hotel of your choice. Swimmers are responsible for arranging their own accommodation.

Bookable Dates: **January 19 - 21**

Rate: **\$129 + 15% tax** for either a room with two queen beds or a single king - based on availability, no holds.

For reservations: **1-800-663-0298** and quote **GROUP ID 6417115** - **"Victoria Masters Swim Meet"**

Once a reservation has been made, it can still be cancelled up to 24 hours before arrival. All reservations are based on availability at the time of reservation.

The address of Accent Inn is 3233 Maple Street, Victoria, BC V8X 4Y9

Schedule of Events

Event Number		Event Name	Event Number		Event Name
1	Mixed	400 Free	13	Mixed	200 Freestyle Relay
2	Mixed	200 Medley Relay	14	Men	200 Freestyle Relay
3	Men	200 Medley Relay	15	Women	200 Freestyle Relay
4	Women	200 Medley Relay	16	Mixed	50 Backstroke
5	Mixed	200 Backstroke	17	Mixed	200 Butterfly
6	Mixed	100 Breaststroke	18	Mixed	100 Freestyle
7	Mixed	50 Butterfly	19	Mixed	100 Backstroke
8	Mixed	400 IM	20	Mixed	200 Freestyle
9	Mixed	200 Breaststroke	21	Mixed	50 Breaststroke
10	Mixed	100 Butterfly	22	Men	1500 Freestyle
11	Mixed	200 IM	23	Women	1500 Freestyle
12	Mixed	50 Freestyle			

MID MEET BREAK WILL BE AT THE DISCRETION OF THE MEET MANAGER.

BC, CANADIAN, & WORLD RECORD APPLICATION FORM

BC Record Canadian Record World Record

Distance: _____ Stroke: _____ Pool Length: 25 metres _____ 50 metres _____

Official Time: ____ : ____ . ____ Event # _____ Date of Swim _____ (yy/mm/dd) Sanction # _____

Electronic: ____ : ____ . ____ Manual: 1) ____ : ____ . ____ 2) ____ : ____ . ____ 3) ____ : ____ . ____ **Time**

cards and/or Electronic Tape must be attached.

Swimmer's Name: _____ Male ____ Female ____

Swimmer's Address: _____ City, Province _____

Postal Code _____ Birthdate (yy/mm/dd) ____ / ____ / ____ Age (as of Dec 31) _____

Name of Club: _____ Club Code _____

Location of Meet: _____ Name of Pool _____

RELAY EVENT:

Team Name: _____ Club Code _____

AGE GROUP: _____

Name: _____ Male ____ Female ____ Birthdate: ____ / ____ / ____ (yy/mm/dd)

Name: _____ Male ____ Female ____ Birthdate: ____ / ____ / ____ (yy/mm/dd)

Name: _____ Male ____ Female ____ Birthdate: ____ / ____ / ____ (yy/mm/dd)

Name: _____ Male ____ Female ____ Birthdate: ____ / ____ / ____ (yy/mm/dd)

<u>Certifying Official:</u>	Name	Date	Signature
Referee OR Chief Timer:	_____	_____	_____

Provincial Recorder: _____

National Recorder: Christian Berger
 1130 rue Emma
 Longueuil, Quebec
 J4J 3A3

FINA Bureau	Date	Signature
Ratification: Yes ____ no ____	_____	_____

Reason for non-ratification:

WORLD RECORD ONLY:

Copy of Birth Certificate or Passport Attached ____ or on file _____

Pool Length Certification Attached ____ or on file _____

Masters Relay Entry Forms

Event #:	200 M	Free / Medley	Men / Women / Mixed	Age Group:	Entry Time:
Club:			Club Code:		
Swimmer		Age		Swimmer	Age
1.				3.	
2.				4.	
Total Age:					

Event #:	200 M	Free / Medley	Men / Women / Mixed	Age Group:	Entry Time:
Club:			Club Code:		
Swimmer		Age		Swimmer	Age
1.				3.	
2.				4.	
Total Age:					

Event #:	200 M	Free / Medley	Men / Women / Mixed	Age Group:	Entry Time:
Club:			Club Code:		
Swimmer		Age		Swimmer	Age
1.				3.	
2.				4.	
Total Age:					

Event #:	200 M	Free / Medley	Men / Women / Mixed	Age Group:	Entry Time:
Club:			Club Code:		
Swimmer		Age		Swimmer	Age
1.				3.	
2.				4.	
Total Age:					



COMPETITION WARM-UP SAFETY PROCEDURES

Meet Management for all sanctioned Swim BC 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 or announcement and visible through on deck signage.
- Swim BC recommends that**, where lane density exceeds 20 swimmers per lane SC or 40 swimmers per lane LC, Meet Management split warm-up to ensure a safe environment (swimmers per lane) exists (i.e. by club, gender or age). A split warm up must be communicated in some fashion prior to the start of warm-up. This can be through a pre-competition handout or email, a technical meeting, or a general announcement.
- 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.
- Pre-event training shall be managed by the coaches and will have sufficient lifeguards on deck. There will be no Safety Marshals in place during pre-event training.
- Safety Marshals will not be in place during the competition in warm-up/warm-down pools.

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 national events 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 national events 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 are required. This section is specific to diving violations and not equipment.

- Swimmers witnessed by a Safety Marshal diving or entering the water in a dangerous fashion may be removed, by the Meet Referee, 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 and should subsequent violations occur the swimmer may be removed by the Referee without warning from their first individual event as noted above.
- In the case of a second offense during the same competition the swimmer may be removed from the remainder of the competition by the Meet Referee.

**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.

A minimum of 2 safety marshals are recommended for each of the 25m warm-up pools in use during short course competitions, and a minimum of 4 safety marshals are recommended for 50m warm-up pools in use during long course competitions.

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 procedures 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 Meet Manager, prior to the meet, of any Para swimmers participating in warm-ups. Meet Management may designate a Para swimmer lane for warm-up when necessary.

The following statement must appear in all Swim BC sanctioned meet information and posted notices:

“SWIM BC COMPETITION WARM-UP SAFETY PROCEDURES WILL BE IN EFFECT AT THIS MEET.”

1. **ONLINE ENTRY REGISTRATION INSTRUCTIONS**

1. Follow the link provided in the meet package to access the online entry system
2. Log into the system with your username and password

a. NOTE: this is the same username and password to log into the Swimming Canada online registration system. If you cannot locate this information, click *Forget Username/Password* or send an email to support@swimming.ca. Please include your full name and club in this email.

3. Once logged in, you will be brought to the entries summary screen.
4. To begin your entries, click the *Online Entries* column (0 entries will be displayed the first time you log in).

All meet events will appear in the order as per the meet package.

5. Select the event(s) that you will be swimming by checking the box next to it.
6. Type in your time (e.g. for a time of 2:45.00 you can type 02:450 or 24500 – the system will put in the correct format)
7. Repeat for all events that you will be swimming in the meet
8. Once all of your events have been entered, click *Save and Close*.
9. The number of events that you have selected will now appear under the *Online Entries* column.
10. Click *Preview Entries* to preview your events
11. Click *Close* to return to the entries summary screen
12. To edit your entries, repeat steps 5 through 7.
13. Click *Submit Entries* to submit your events to the Entries Coordinator.
14. Following the submission of meet entries, you will receive an email indicating that the meet entries have been received by the Entries Coordinator.
15. An additional email will be received once the Entries Coordinator approves the entry (usually once payment has been received).