

FEB 27 – MAR 2, 2025

ONTARIO AGE GROUPS

speedo 

ONTARIO AGE GROUPS – 15&OVER + PARA
TORONTO PAN AM SPORT CENTRE

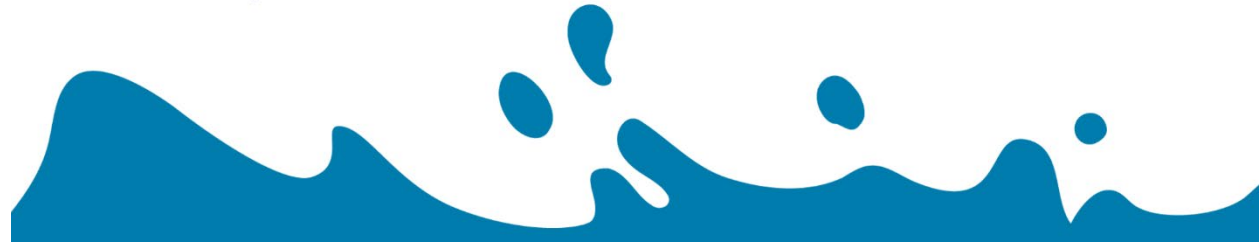
TECHNICAL BULLETIN
HOSTED BY SWIM ONTARIO



PERFORMANCE PARTNERS AND SUPPORTERS

Swim Ontario proudly acknowledges the invaluable contributions of our partners and supporters who help advance swimming in Ontario.

Ontario



VENDORS & SERVICES

The following vendors and services will be onsite at this event:

- **Apparel:** Fine Design
- **Photography:** Jeff Vogan Photography
- **Livestreaming:** RecTec TV - [HERE](#)
- **Race Analysis:** RaceTek
 - [Race Tek Video Analysis Information](#)
 - Link for clubs/coaches [HERE](#)

GENERAL INFORMATION

- **Location:** Toronto Pan Am Sports Centre – 875 Morningside Ave, Toronto, ON M1C 0C7
- **Facility:** 10 lane 50m competition pool - Swiss Timing electronic timing system.
- **Dates:** February 27 – March 2, 2025
- **Meet package:** [HERE](#)
- **Meet Information Page:** [HERE](#)
 - Heat Sheets
 - [Live Results Direct Link](#)
 - [Live Streaming Direct Link](#)
- **What's App Community for OAG – TPASC:** Join [HERE](#)
 - Announcements of Scratch & positive check-in deadlines / heat sheet posting / etc.

PARTICIPANT SAFETY

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.

All participants in this event are reminded that they are bound by Swim Ontario Policies and Procedures, including but not limited, to the Swim Ontario Code of Conduct procedure. For more information regarding the Swim Ontario Policies and Procedures or Safe Sport please visit the Swim Ontario website <https://www.swimontario.com/sport-safety>. Conduct that violates the Swim Ontario bylaws, policies, procedures and comprehensive code of conduct and ethics may be subject to filing a formal complaint. [Submit a Complaint](#)

- Only participating swimmers, officials, certified registered coaches, and authorized people are allowed on the deck.
- NO OTHER PERSON IS PERMITTED on the deck unless expressly authorized by Swim Ontario.
- Spectators will be permitted at the discretion of the facility. They are not permitted on deck. There will be no spectator fee at this event. [Parking](#) rates do apply. [Food court hours](#) (note – not open until 8 AM)

SWIM ONTARIO CONCUSSION MANAGEMENT PROCEDURE (ROWAN'S LAW)

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.

- The [Swim Ontario Concussion Management Procedure](#) is in effect at all Swim Ontario sanctioned events. It outlines the Swim Ontario Removal-from-Sport and Return-to-Sport protocols. Clubs and coaches must ensure athletes are aware of this procedure.
- Meet Management will have copies of the [Concussion Management procedure](#) at the competition.
- Any injury/incident resulting in a significant impact to the head, face, neck or body of any registered participant at any Swim Ontario member sanctioned event where concussion symptoms are present must be reported to the Chief Operating Officer of Swim Ontario within 24 hours using the [Swim Ontario Injury reporting form](#)


OPEN AND OBSERVABLE ENVIRONMENT

Swimming Canada and Swim Ontario are dedicated to providing a safe and inclusive environment, which involves promoting Open and Observable Environments. This means avoiding 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 must 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, cellphones or other recording devices allowed in the area immediately behind the starting blocks during competitions, or in locker rooms, bathrooms, or any other dressing area. The [Swim Ontario Photography, Videography, and Cellphone Procedure](#) is in effect.

PROCEDURE

- Entry into this competition is at the sole discretion of Swim Ontario and can be withdrawn, with immediate effect, by Swim Ontario. 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 relation to the promotion of Swimming Canada and Swim Ontario and the development of the sport of swimming.
- By accepting to attend 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 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 and 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 their participation in, and/or organizing the Swim Ontario Designated Competition.
- Live Streaming services provided by RecTec TV. 

ORGANIZING COMMITTEE

- **Meet Manager:** Nicole Parent nicole@swimontario.com
- **Competition Coordinator:** Trevor Cowan, Level V (trevor.cowan@gmail.com)
- **Para Technical Advisor:** Jeff Holmes

REGISTRATION INFORMATION

- Athletes must have a coach or designated coach (coach representative) in attendance during the event including pre-meet training sessions.

TEAM REGISTRATION

- Onsite Team Registration in room 2060. One club representative must collect deck accreditations for their club. Accreditations will be required to access the lower deck. Team Registration times: See [Overall Schedule](#)

PRE-MEET TRAINING & WARM-UP/COOL-DOWN AVAILABILITY

- Pre-Training may be available on **Wed., February 26 – 4:30 – 7:30 PM – 10 lanes LCM – restricted to swimmers entered in the competition (15&Over + PARA).**
- The Dive Tank will be available during the competition for cool-down.
 - **The Dive Tank will not be available on Thursday from 2:00 to 5 PM for warm-up and cool-down**
 - During Prelims warm-up periods: the Competition pool will be designated for those that are racing in the current session. Anyone not racing is asked to use the Dive Tank during warm-up periods.
 - During Finals **warm-up periods**: the Dive tank is available. **Warm-ups are restricted to swimmers racing in the current session.**
- Warm-up periods will be split by clubs based on the [Overall Schedule](#)

COMPETITION RULES

Swimming Canada and Swim Ontario rules govern this competition. Competition Rules and procedures contained in this Technical Bulletin supersede those found within the Swimming Canada Rulebook.

SEEDING

- After all times have been proven, entry times will be converted to LCM using 2% conversion factor and seeded by time regardless of bonus swim designation for 400m events and lower.
- **All SCM submitted entries for the distance events will be seeded last (i.e. LCM then SCM seeding)**

PRELIMINARIES

- All **200m or less** preliminary heats will be seeded by time, slowest to fastest, as per Section II 3.1 with fastest 3 heats circle seeded regardless of age.
- **All 400m preliminary heats will be seeded by time, fastest to slowest, as per Section II 3.1 with fastest 3 heats circle seeded regardless of age.**
- Paralympic Program events heats will be seeding by time, slowest to fastest. No circle seeding.
- All athletes are to self-marshall for their events.

800 AND 1500 FREE

- All distance events will be swum as timed finals seeded fastest to slowest by gender regardless of age during the Distance session alternating genders.
- All athletes are to self-marshall for their events.

OLYMPIC PROGRAM FINALS

- In each finals event all female finals will swim, followed by all male finals; Youngest to Oldest.
 - **there is an “A” final only for all events in the following age groups:**
 - 15, 16
 - **There is an “A” and “B” final for the following age group: 17&Over. The “A” final will swim before the “B” final.**
- Alternates for both A and B finals are to report to the Admin Desk 10 mins before the start of their race.
- The remaining finalists are to self-marshall for their event.
- Finalists will be replaced by alternates if an empty lane is available before the start of the race.

PARA EVENTS

- Finalists will be determined utilizing the Canadian Para Swimming Point System.
 - In the event of a points tie with swimmers of the same class in a preliminary race, the swimmer who touched first will be given that position.
- An A final with 10 swimmers will be offered for each event.
 - A maximum of three (3) swimmers per sport class are eligible to advance to the Final.
 - Should empty lanes exist following the maximum of three (3) swimmers per sport class additional swimmers will be added to fill the A Final based on para points
 - The additional swimmers added will swim as exhibition in finals and not be eligible for awards.
- PARA finals will be seeded by time with combined classification.

SPECIAL OLYMPIC EVENTS

- Meet management reserves the right to combine Special Olympic program events should it be deemed necessary.
- The top 10 swimmers from the preliminaries of each event will advance to finals

BACKSTROKE LEDGES

Backstroke ledges will be available for use. Swimmers shall be responsible for setting the device.

OFFICIAL SPLITS

- The Official Split Request forms are available at the Admin Desk and must be submitted 30 mins prior to the start of the session on the “Official Split Request” form under the following restrictions:
 - **Official Splits will be granted when the swimmer properly triggers the pad. Additional timers cannot be accommodated.**
 - **50m splits will not be accommodated.**

SWIM OFFS

- All swim-offs are to be run during or at the end of the session in which the tie occurred at a time mutually agreed upon by coaches and officials.
- **Coaches are to report to the Admin Desk when a swim-off is announced.**

WPS SANCTIONED RULES REMINDERS

PARA SWIMMER DEVICES / BATHING SUIT MODIFICATIONS

Paralympic Program equipment i.e., starting devices, tapping devices and bathing suit modifications (as per swimmers’ codes of exception) must be approved prior to their use in competition. This can be done during warm up prior to the start of the meet.

PROTECTIVE MEDICAL TAPING

Please note that WPS rule 6.6.2.1 will be in place for protective medical taping. Protective medical taping is allowed but must be approved prior to competition. Kinetic taping of joints or muscle groups is not permitted.

SUPPORT STAFF

Please note that WPS Rule 10.8.1 will be in place for support staff. Support Staff are not permitted to coach or massage Athletes. When on the pool deck or in the call room, Support Staff are not permitted to use or visibly carry stopwatches, radio communication devices, backpacks or bags.

TAPING & RECORDS

- No Taping Review Committee will be in place for this competition.
- Internationally classified para swimmers shall be required to comply with WPS taping rules and regulations.
 - Coaches are to submit a request for consultation with the Para Technical Advisor at the Administrative Desk 1 hour prior to the first session where taping will be worn.
 - The consultation will take place during the warm-up period. Both the coach and athlete need to be present for the consultation.

- Any internationally classified swimmers wearing taping that has not been cleared by the Para Technical Advisor or failure to comply with the recommendation of the Para Technical Advisor will be disqualified.
- Swim times achieved at this competition will be eligible for provincial records without consideration for taping beyond the principles of rule II.15.3.
- Swim times achieved at this competition will be eligible for national records under the following conditions:
 - Canadian Age-Group records will be eligible without consideration for taping beyond the principles of rule II.15.3.
 - Canadian Senior/Open Canadian records will be eligible provided no taping is worn. Athletes are advised to remove taping prior to any record-breaking attempt.
 - Canadian Para records will be eligible provided no taping is worn or the protective medical taping has been cleared by the Para Technical Advisor. Para swimmers are advised to follow the Para Technical Advisor recommendation to comply with World Para Swimming Rules and Regulations prior to any record-breaking attempt.
- Coaches are asked to inform meet management of possible record attempts and/or if records are broken to ensure meet management can process the record application.

WARM-UP SAFETY PROCEDURES

The Swimming Canada Competition Warm-Up Safety Procedures will be in effect. The full document can be viewed [HERE](#). See [Overall Schedule](#) for Warm-Up times and assignments.

WARM-UP LANE BREAKDOWN

Prelims

- Lane 0 – designated PARA and SOC only lane
- Lane 9 – Start lane (may exit the side when past 15m) the last 20 mins of each warm-up period. Back Ledge available Day 2 and 4.
- Lane 8 – Sprint lane (must swim to end of lane and exit) the last 20 mins of each warm-up period. No back ledge.
- Lane 1 - Sprint lane – SOUTH SIDE starts (must swim to end of lane and exit) the last 20 mins of each warm-up period on Day 1. Lane 1 may be opened on DAY 2, 3, 4 as needed from the SOUTH END

Finals

- Lane 0 – designated PARA and SOC only lane
- Lane 9 – Start lane (may exit the side when past 15m) the last 25 mins of the warm-up period. Back Ledge available Day 2 and 4.
- Lane 8 – Sprint lane (must swim to end of lane and exit) the last 25 mins of the warm-up period. No back ledge.
- Lane 1 - Sprint lane – SOUTH SIDE starts (must swim to end of lane and exit) the last 25 mins of the warm-up period on Day 1. Lane 1 may be opened on DAY 2, 3, 4 as needed from the SOUTH END.

In addition to Swimming Canada Competition warm up safety procedures, we remind all swimmers, coaches and officials to follow simple warm up etiquette.

- No loitering at the end of lane
- Swimmers must be aware of their surroundings and move over to allow swimmers to turn
- Swimmers using sprint and start lanes must be directly supervised by their coaches

SCRATCH RULES

800 AND 1500 FREE

- The deadline for scratches & positive checkin for the 800 and 1500 Free is required *15 mins AFTER the start of the preliminary session on the day the event is scheduled* to allow meet management the opportunity to **collapse heats if possible**.
- If necessary – the distance events will be re-seeded prior to the start of the distance sessions.

PRELIMINARIES

There will be no scratch deadline for preliminary events.

FINALS

All Scratches for Finals from preliminary events results must be completed on the ONLINE SCRATCH FORM [HERE](#) within 30 minutes after **the completion of the last preliminary event**.

PENALTY

Failure to participate in an individual **FINAL** or the **FASTEST HEAT** of a distance event without meet management's knowledge and consent will result in a **\$50 fine** for each offence payable to Swim Ontario.

- All fines for “No-Shows”, “step-downs” and “unexcused incomplete swims” will be recorded by the Admin desk. Unexcused incomplete swims shall be the sole determination of the Referee.
- Fines will apply to all swimmers listed on the finals program no matter which position the swimmer placed in the preliminaries.
- A club representative must make payment for the fine.
- All unpaid fines will be invoiced by Swim Ontario.
- Accepted payment is via the Online Penalty Form via Credit Card
<https://form.jotform.com/SwimOntario/2024-25-Prov-Meet-penalty-form>
- **All penalties must be paid to Swim Ontario before a Club entry file is accepted for the next Swim Ontario Provincial Championship meet**

DISQUALIFICATIONS & PROTESTS & JURY

DISQUALIFICATIONS:

- Disqualifications will be announced and include event number, heat number and lane number.

PROCEDURE FOR PROTESTS:

- Discuss DQ with the session Referee
- If not resolved, a written protest may be presented to the Referee. A written protest must be presented within 30 minutes after the conclusion of the **event** in question.
- If not resolved after discussion of the written protest, the matter may be assigned to a Jury of Appeal.
- The decision to go to Jury must be taken within an hour from the moment the decision of the written protest is communicated to the club representative.

Protest Forms available at the Admin Desk

JURY OF APPEAL

- Chaired by the Meet Manager (Nicole Parent)
- The Jury will consist of 3 people.
 - All efforts to appoint a coach to the Jury keeping in mind the coach must be least biased to the swimmer involved in the appeal and no vested interest in the outcome of the decision.

SCORING AND AWARDS

EVENT SCORING

No scoring of events at this competition

EVENT AWARDS

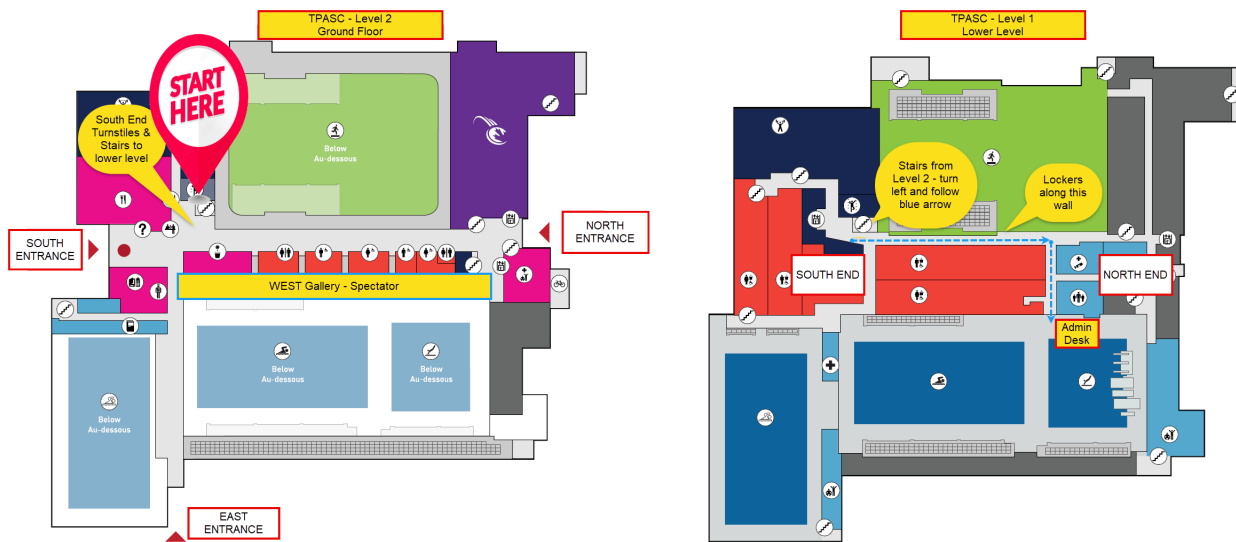
- **Medals:** first through third (regardless of qualifying times) **for the following age groups: 15, 16, 17&Over + PARA and Special Olympic events**
- The Canadian Paralympic Point system shall be used to determine rank & awards for para events.
- Medalists are to proceed directly to the awards area to receive their medals.
- Medals will not be mailed.

PERSONAL TIMER VOLUNTEERS – DISTANCE SESSIONS

- Due to the addition of the distance only sessions and the noted session lengths, Swim Ontario is requesting each club's assistance in providing additional timers or officials especially for the Thursday and Sunday distance sessions.
- Coaches can also pre-assign their volunteer timers by using this [Jotform](#) or provide the names when doing positive check-in during the prelim session.
- **Clubs are required to provide a volunteer personal timer for their swimmer on those days to assist in managing the plunger for the respective swimmer during the event.**
- As in other jurisdictions, volunteer timers can be a parent or guardian or other individual over the age of 13, including swimmers entered in the competition.
- **Any swimmer/entrant without a timer in their lane may not receive an official time.**

VOLUNTEER TIMER INFORMATION PROCESS

- Volunteer timers are asked to report to the Admin Desk 10-15 mins before the swimmer's race to allow us to provide instructions.
 - The volunteer personal timers will operate the plunger and ring the distance bell.
- The Admin Desk is located at the North End on the deck on the lower level.
- Parent/guardians or spectators are asked to go to the South End turnstiles where a Swim Ontario representative will give them access to the lower level. See [Overall Schedule](#) for access times.
 - They must have indoor shoes prior to accessing the deck.
 - Lockers are available on the lower-level hallway – they will need a lock – for all personal items and outerwear.
 - There is no dress code other than no outerwear and comfortable indoor footwear.



FACILITY INFORMATION

- **No food is permitted on deck including swimmer snack foods. These must be consumed off deck. Coffee/Tea/Pop/snack food is not permitted on deck.**
- **Hospitality – Light hospitality will be available for Officials and Coaches in Studio 4.**
- **On-site take-out food available (Tim’s, Pizza, Pool Sides).**
 - Tim Hortons: Monday-Friday, **8:00 am** - 6:00 pm | Saturday-Sunday, 8:00 am - 5:00 pm
 - Booster Juice: Monday-Friday, 9:00 am - 6:00 pm | Saturday-Sunday, 9:00 am - 5:00 pm
 - Pizza Pizza: Monday-Sunday, 11:00 am - 3:00 pm
 - Poolsides Grill: Monday-Friday, 11:00 am - 3:00 pm
- **Parking** - Parking is available at the facility in designated areas for a fee of \$14.50 per day weekdays and \$5.00 per day on Saturday and Sunday. The South Parking lot is now closed. Parking available in North, East lots. Overflow parking available in UTS Lot H.
- **Lockers and Outerwear** - Lockers will be available for this event. In the changerooms and WEST hallway. Bring your own lock. No overnight locks permitted.
 - **Swimmers, Coaches and Officials must use lockers for outerwear INCLUDING outdoor shoes.**
 - Only indoor deck shoes may be worn on the deck.
 - All coats, boots, etc. must be in lockers.

