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# 2023 KEN DEMCHUK INTERNATIONAL INVITATIONAL

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## TECHNICAL MEETING

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**November 30, 2023**

**Surrey, BC**

# INTRODUCTION



## Organizing Committee

Swimming Canada Events Managers:

Rebecca Cheverton

National Meet Director:

Lyne Laprade

National Meet Referee :

Sheila Guenther

Swimming Canada Meet Entry Coordinator:

Rob Traynor

Local Committee Lead:

Yusula Choe

Swimming Canada Classification Lead:

Janet Dunn



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# MEET CONDUCT

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# SAFE SPORT



Throughout the week you will see postings and hear announcements about various Safe Sport initiatives and procedures including but not limited to:

- Event Photography and Videography Procedure
- Creating open and observable environment
- Accreditation and deck access

**“SEE something, SAY something”**

For more information please see: <http://www.swimming.ca/safe-sport>

# START TIMES



## Prelims (8 lanes):

Warm-up: 8:00 – 9:15 am (*Sprint lanes open at 8:30*)  
Start Time: 9:30 am

## Finals (8 lanes):

Warm-up: 3:30 – 4:45 pm (*Sprint lanes open at 4:00*)  
Start Time: 5:00 pm

# TIMELINES



## Prelims finish

## Finals finish

DAY 1:	11:56	19:58
DAY 2:	11:21	19:46
DAY 3:	11:33	20:05

**Timelines are estimates only.... And do not include Time Trials**

# EVENT START



- All events start on start end

# WARM-UP LANE BREAKDOWN



Competition pool (only pool available during warm-up periods):

- Lane 1 → reserved for S1-S4 swimmers
- Lane 2 → sprint lane - one way from the starting end – last 45 minutes
- Lane 8 → sprint lane - one way from the starting end - last 45 minutes
- Lane 3 → pace lane from starting end – last 45 minutes
- Lane 7 → pace lane from starting end – last 45 minutes
- Lanes 4, 5, 6 → circle swimming
- Backstroke ledges will be available during the last 45 minutes of the warm-up.



# WARM-UP PROCEDURES



## Violation

- Swimmers witnessed entering the water in a dangerous fashion may be removed 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.
- In the case of a second offense during the same competition the swimmer may be removed from the competition.

## Permitted:

- Kick board, pull buoy, snorkel & ankle band.

## Not permitted:

- Fins, hand paddles and stretch cords.

Fins will be permitted during the session's small breaks.

# COMPETITON MANAGEMENT INFORMATION



- The preliminaries will be swum in 8 lanes
- Seeding for prelims and timed final events will be by time, slowest to fastest (no circle seeding)
- All swimmers will clear the pool after each heat with two short whistles by the referee
- Swim-offs – during the preliminary session
- The finals will be swum in 8 lanes and there will be A Finals only. The first 8 of each sport class will participate in the final.
- Finals will be seeded by sport classification. Sport Classes may be combined with a single lane between sport classes.
- There will be 2 breaks during each session for swimmers to warm-up or swim down.

# CALL ROOM PROCEDURES



## **For finals only:**

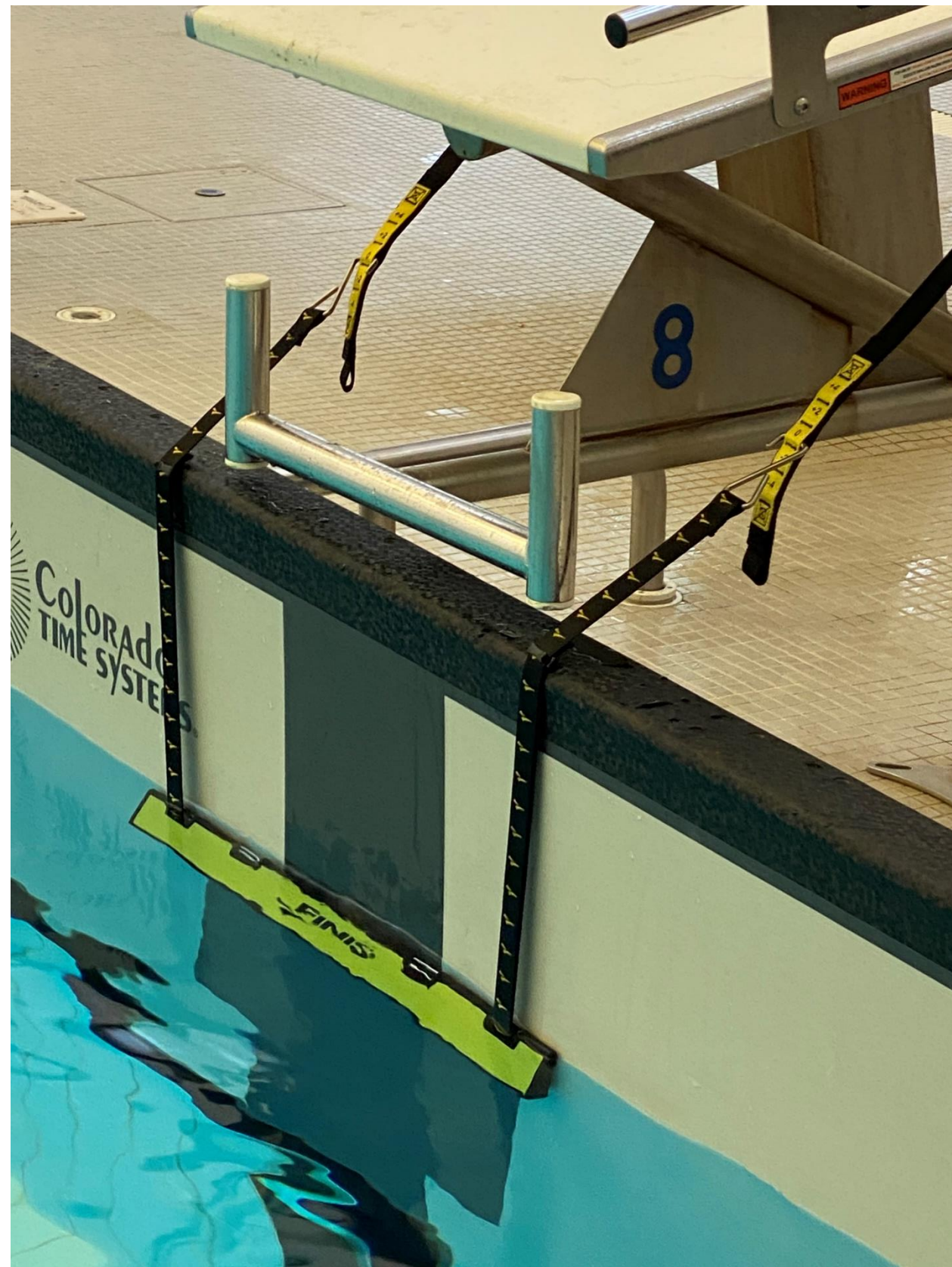
- Swimmers report to the call room 15 minutes before scheduled start of their race
- Alternates should also report to the call room 15 minutes before scheduled start of their race
- Finalists will be marched on and introduced behind the blocks.

# PARA-SWIMMING DEVICES



- Tapping and starting devices must be deemed safe. They can be checked and issued with an approval sticker immediately following this Technical Meeting. Alternatively, a Referee will be available on poolside 15 minutes before the start of each session and can check devices then.
- All medical taping is to be approved by a Referee prior to the start of each session. Unapproved medical taping may lead to disqualifications. A Referee will be available on poolside 15 minutes before the start of each session to check any medical taping.
- Any altered suit needs to be approved by a Referee.

# BACKSTROKE DEVICES



- Backstroke devices will be behind officials and the IT will install it when needed.
- The IT will ensure the device is set at 0, initially
- The IT will check the strapping is free of any twists or knots and that the ledge is sitting flat against the wall.
- Once the athletes arrive behind the block the athlete or their approved support staff may change the setting and ensure it is secured into position or may remove it from the water if they do not wish to use the device. The IT may be asked for assistance.

# HEAT SHEETS & RESULTS



## Prelims and Final Sheets:

- Available daily at the Admin Desk
- Posted on the web as soon as they are ready
- SMS alert will advise when posted

## Results:

- Available on MeetMobile
- Posted after each event on the Ken Demchuk event page (live results)

# HEAT SHEETS & RESULTS LINKS



**Event website** - [2023 Ken Demchuk International Invitational – Swimming Canada](#)

**Live Results** - [2023 Ken Demchuk International Invitational – Swimming Canada](#)

# SCRATCH PROCEDURE



## Deadlines:

Friday Preliminaries (including timed final events):

30 minutes post Technical Meeting

Saturday and Sunday Preliminaries (including timed final events) :

17:30, during Finals the previous evening.

Finals:

30 minutes following preliminary events of the day, excluding timed final events and before Time Trial events.

**Email scratches are not accepted** as of the start of this meeting. Scratches shall be made via the [online scratch form](#), which will be sent out with the scratch deadline in SMS alerts.



# FINES AND PROTEST FEES



## New Penalty rule

- \$50 penalty for scratches made after the scratch deadline. It will apply to all step-downs, no shows, and unexcused incomplete swims for preliminaries, time finals, and finals. Unexcused incomplete swims shall be the sole determination of the Referee.
- Fines must be paid no later than 7 days after the final day of the competition, which will be December 10, 2023. Any fines not paid will be doubled and due immediately. Entry to future Swimming Canada National Competitions will not be permitted until fines are paid in full.
- Swimming Canada will bill you.
- **Protest of a technical Disqualification:**      \$50 CAD
- Payable via credit card at the Admin Desk.

# RELAYS



- All relays will be swum at the end of finals.
- Sign-up sheets will be available at the registration desk Wednesday and Thursday.
- Relay teams may be comprised of swimmers from the same country, and swim as exhibition.
  
- Events offered are:
  - Mixed 20pt 4 X 50m Freestyle – S1-S10
  - Mixed 20pt 4 X 50m Medley – S1-S10 & SB1-SB9
  - Mixed 34pt 4 X 100m Freestyle – S1-S10
  - Mixed 34pt 4 X 100m Medley – S1-S10 & SB1-SB9
  - Mixed 49pt 4 X 100m Freestyle – S11-S13
  - Mixed 49pt 4 X 100m Medley - S11-S13 & SB11-SB13
  - Mixed S14 4 X 100m Freestyle
  - Mixed S/SB14 4 X 100m Medley

# TIME TRIALS



- Entries will be accepted using the [Online Form](https://form.jotform.com/233045081309247) (<https://form.jotform.com/233045081309247>) beginning at the end of the Technical Meeting and until 9:30 am on the day of the event.
- Events available are: 400 Freestyle, 200m Breaststroke, 200m Backstroke, 200m Butterfly.
- Seeding will be based on submitted entry times. No official splits requests allowed.
- Time Trials event heat sheets: available at the Admin Desk after entry deadline; an announcement will be made.
- After entries close at 9:30 AM, any swimmer that is a no-show for their Time Trial event will be fined \$50.00.

# DQ'S AND PROTESTS



## Disqualifications:

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

## Procedure for protests:

- Swimming Canada Appeals and Protest rules will apply (1C13.1.6 and 1C13.2.3)
  - Discuss DQ with the session Referee
  - If not resolved, a written protest may be presented to the Referee within 30 minutes after the conclusion of the **event** (protest forms will be available at the Admin Desk). Protest form must be accompanied by the \$50 CAD protest fee.
  - If not resolved after discussion of the written protest, the matter may be assigned to a Jury of Appeal.

# JURY OF APPEAL



- Chaired by: National Meet Director
- 1 appointed coach among the following coaches (least biased to the swimmer involved in the appeal and no vested interest):
  - Jy Lawrence
  - Craig McCormick
  - Darda Sales
- 2 or 4 officials



**OPERATIONS &  
ADMINISTRATIVE  
CONDUCT**

# ACCREDITATION / SECURITY



- Accreditation will be required to gain access to the pool deck.
- On days prior to the meet, access will be through the main entrance.
- On competition days, access will be through the door right by the pool parking lot that brings participants in directly to the pool deck.
- ALL athletes, coaching staff and support staff must have accreditation. Individual without accreditation will not be permitted pool access.
- Lost accreditation will be replaced at a cost of \$60.00 per accreditation.

# SUPPORT STAFF



While in the call room and behind the blocks, Support Staff CANNOT:

- Massage, coach, cheer, etc. (other swimmers don't have this advantage)
- Start their watches (behind the blocks)
- If Support Staff do any of the above, swimmers may be disqualified



# GENERAL FACILITY INFORMATION



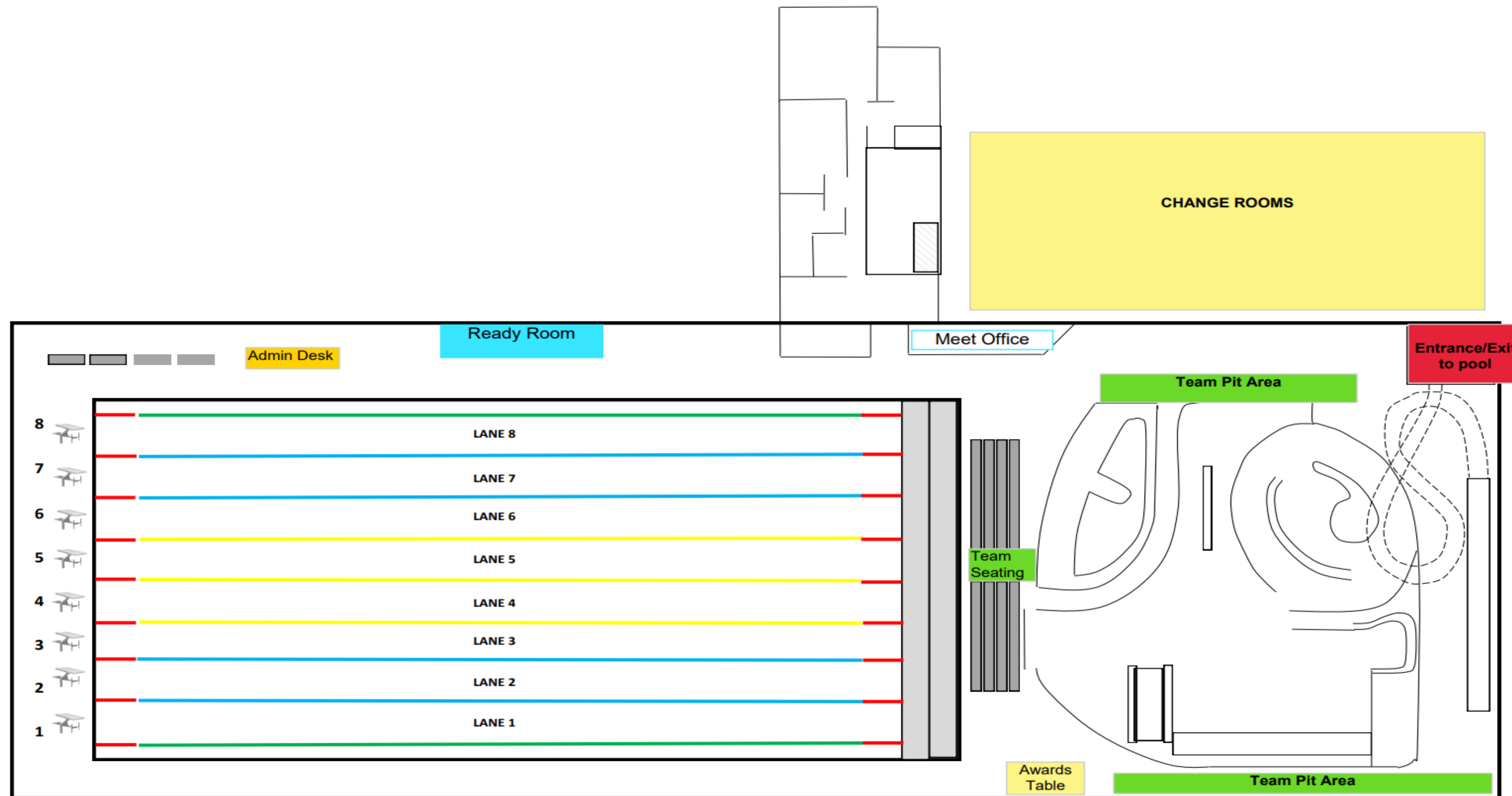
## Facilities Rules

- No street shoes or street wear allowed on deck
- No glassware of any kind is permitted on deck
- No food on deck

## Hospitality –

- Light Refreshments will be served throughout the meet for officials and coaches.

# POOL LAYOUT



# EVACUATION PROCEDURE



- Follow instructions from the lifeguards.

# AWARDS



- Medals for first-place finisher in each Sport Class per event in the Finals session.
  - No medal ceremonies – swimmers will pick up their medal at the awards table.
- Female Male Swimmer of the Day: based on the top individual scoring swim in finals only, from the following groups:
  - Day 1: S/SB/SM 6,7,8,11,12
  - Day 2: S/SB/SM 1,2,3,4,5
  - Day 3: S/SB/SM 9, 10, 13, 14
- Determined using the Canadian Paralympic Points Chart.
- Will be presented at the start of finals the following day, and after the Finals session on Sunday.
- One Female and one Male Top Swim of the Meet: from results throughout the meet based on 2024 Paralympic Games Events, using the Canadian Paralympic Points Charts.
  - Will be presented at the conclusion of the meet.
- There will be no awards for relays.

# DOPING CONTROL



- The CCES will be conducting Doping Control during the meet
- All swimmers selected for Doping Control are required to have photo ID. Coaches are asked to instruct swimmers to bring photo ID to the competition.
- The CCES will also be conducting awareness and education activities during the competition
- Swimmers are strongly encouraged to present with an advocate. All swimmers under 18 must be accompanied by a team representative.

# SMS MESSAGING SERVICE



- To subscribe text: SWIMKDI to 1-833-286-7395



# INTERNET ACCESS



- Open wifi called SurreyPublic
- No password

# QUESTIONS AND CONCERNS



- Questions and concerns related to the facility or technical delivery of the competition - National Meet Director: Lyne Laprade
- Questions related to a disqualification: Session Referee
- Questions not related to the competition: email [questions@swimming.ca](mailto:questions@swimming.ca)





**HAVE A GREAT MEET!**



[SWIMMING.CA](http://SWIMMING.CA) | [NATATION.CA](http://NATATION.CA)