

**Manitoba Masters March Madness Swim Meet
(Short Course)
Host Club: Manitoba Masters Aquatic Club
Pan-Am Pool 25 Poseidon Bay, Winnipeg, Manitoba R3M 3E4
T: (204) 986-5890**

SANCTION No.: MB SNM 2015-16-3

Session	Date and Time		
1	Saturday, March 19 st 2016 Timed finals	Warm-up Start	12:30 p.m. 1:30 p.m.

Meet Management Team	Email address
Meet Managers Sheila Sapirstein Maura Kenny	sapir@mts.net maurak@mts.net
Meet Entries: Ruth Horne	ruth@drls.ca
Officials Coordinator: Barb Waters	barbpwaters@shaw.ca

1. **Competition:**
 - a. MSC rules will be in effect.
 - b. SNM Scratch Rule in effect (Appendix 1)
 - c. MSC Warm-up procedures are in effect (Appendix 2). It is the responsibility of the swimmer to know the safety rules and ensure they are followed.
 - d. It is the responsibility of the swimmer to be informed of the safety rules and ensure they are followed.

2. **Facility and Timing:**
 - a. Eight lane 25 meter competition pool
 - b. OMEGA ARES electronic timing systems
 - c. Warm-up/down lanes available

3. **Eligibility:**
 - a. All swimmers must be registered with Masters Swimming Canada or Masters affiliated organizations or can register as part of swim meet registration.

4. **Age:**
 - a. Open to all swimmers 18 years and older

A swimmer's age shall be as of December 31, 2016

5. **Entry Deadline:**
 - a. **Sunday, March 13, 2016**
 - b. All entries and cheques payable to **MMAC**.

6. **Entries: Please read carefully**

CLUB REGISTRATIONS

- a. Entries may be submitted via Hy-Tek Team Manager entries file and Team Report file OR by paper entry
- b. Hy-Tek entries via Team Manager are strongly encouraged
- c. Submit Hy-Tek entries and Team Report to ruth@drls.ca
- d. Relay entries can be submitted using Hy-Tek or by using form "Relay Entries"
- e. **Club Registration.** The form "Club Registration Summary" must be submitted along with payment and signed "Waiver and Release Form" for each swimmer, for either Hy-Tek entries or paper entries to:
Ruth Horne
190 Ferndale Ave
Winnipeg, MB
R2H 1V5
- f. **Individual entries** should be submitted to the designated Hy-Tek person for your Club (coach, registrar, etc.) using "Individual Registration Form" along with payment and signed "Waiver and Release Form".
Paper entries will be accepted but Hy-Tek is preferred. Use form "Individual Registration Form" and send, along with payment and signed "Waiver and Release Form", to
Ruth Horne
190 Ferndale Ave
Winnipeg, MB
R2H 1V5
- g. Questions or requests for additional information related to the Meet Entries to be sent to: Ruth Horne; email: ruth@drls.ca
- h. General questions or requests for additional information related to the swim meet to be sent to: Sheila Sapirstein; email: sapir@mts.net

7. **Entry Fees**

- a. **INDIVIDUAL EVENTS:**
 - i. If not a registered Masters swimmer - \$33.00 for annual Masters Swimming Manitoba membership or \$10.00 for one-time meet registration.
 - ii. \$7.00 - 12.00 per individual event (includes \$1.00 Swim Manitoba program development fee).

50m, 100m, 200m events:	\$7.00
400m events	\$8.00
800m event	\$10.00
1500m event	\$12.00
 - i. \$6.00 Swim Manitoba entry fee per swimmer for the meet.
 - ii. \$12.00 social event ticket (optional)
- b. **RELAY EVENTS:**
 - i. \$16.00 per relay team event (\$4.00 per swimmer).
- c. All entry fees must be received by the first day of meet.
- d. Swimmers will not be allowed to swim if meet entry fees have not been paid.
- e. Cheques payable to **MMAC**.



8. **Refunds:**
a. Meet Management is not obligated to refund entry fees after the entry deadline date

9. **Entries and Limitations:**
a. Entry times are required for all individual events (NT's are not permitted). Please make your best guess if needed
b. Swimmers ARE NOT limited on the number of relay events they can swim

10. **Relay Events:**
a. All relay events will be Timed Finals
b. Age groups for relay events combine the ages of all four swimmers as follows:
i. 72-99, 100-119, 120-159, 160-199, 200-239, 240-279, 280-319 and 320 and over

11. **Deck Entries:**
a. Deck entries are NOT ALLOWED for this competition

12. **Scratches: SNM Scratch Rule applies**

Time Final Events

- a. There is no scratch deadline for timed final events. Coaches are encouraged to report scratches to the clerk of course as soon as possible.
b. **Penalties:** Scratches and all step-downs, no-shows, and unexcused incomplete swims (as determined by the referee) will result in loss of entry fee.

13. **Safety**
MSC Warm Up Procedures are in effect (Appendix 2). It is the responsibility of the swimmer to know the safety rules and ensure they are followed.

14. **Seeding:**
a. All individual events will be seeded slowest to fastest, mixed gender
b. All relay events will be seeded slowest to fastest, mixed gender

15. **Changes:**
a. Meet management reserves the right to modify the meet program to allow for maximum number of swims in time allotted. Coaches will be advised of any changes to the program.

16. **Results:**
a. Results will be posted on MMAC website www.mmac.mb.ca under meets and provided to club contacts.

17. **Social Event:**
a. Gathering following the swim meet (at approximately, 5:30).
b. Location: Santa Lucia restaurant – 905 Corydon Ave.
c. Cost: \$12.00 (in advance) - includes appetizers. Full menu will be available to purchase beverages and additional food items. Open to swimmers and guests as well as volunteers. Pre-registration required.

Event List

Saturday March 19th
 Warm-up: 12:30 p.m.
 Start: 1:30 p.m.

Event #	Event	Notes	Cost
1	100 IM		\$7.00
2	50 Back		\$7.00
3	200 Open Breast or Back or Fly	Declare stroke on registration form	\$7.00
4	800 Free	May be limited to 1 heat per event and/or 2 swimmers may be assigned to a lane	\$10.00
5	100 Free		\$7.00
6	50 Breast		\$7.00
7	200 IM		\$7.00
8	100 Fly		\$7.00
9	1500 Free	May be limited to 1 heat per event and/or 2 swimmers may be assigned to a lane	\$12.00
10	200 Mixed Male/Female Free Relay		\$16.00/team
11	100 Back		\$7.00
12	200 Free		\$7.00
13	50 Fly		\$7.00
14	400 Open Free or IM	Declare stroke on registration	\$8.00
15	100 Breast		\$7.00
16	50 Free		\$7.00
17	200 Mixed Male/Female Medley Relay		\$16.00/team

Hy-Tek Team Manager Guidelines:

An Event file will be available on MMAC website www.mmac.mb.ca under Meets. Import this file into your Team Manager program. This will setup the events for the swim meet.

Enter each swimmer registered for the meet into your Team Manager database. Make sure to include sex, birthdate and SNC # (if available). This may already be done in Team Manager. Once names are entered into your database you will not have to do this step for the next swim meet (only new swimmers). Entries can then be done for the swimmers. Make sure to enter a time for each individual entry. Relays can also be easily managed in Hy-Tek. Entries for both individual and relays can then be exported for Meet Manager (MM). Please generate an Entries Team Report for verification. This is needed to make sure the transfer from one computer to the other went smoothly.

Any inquiries regarding Team Manager to Ruth Horne – email: ruth@drls.ca

COMPETITION CODE OF CONDUCT

All sanctioned Manitoba swim meets are under the jurisdiction of SNM and shall be governed by its current policies and rules, including SNM 2011 Harassment and Abuse Policy.

The deck shall be reserved solely for SNM approved personnel, swimmers, coaches, officials and volunteers assigned specific tasks in the running of the meet.

By Swimming Canada rule and policy, the referee and meet management have full authority over the competition, the deck and the spectator areas during swim meets. The spectator area is considered part of the field of play, and as such, it falls under SNM authority and all SNM bylaws, policies, and rules, apply.

Referencing the SNM Harassment and Abuse policy, the referee and meet management will require an individual to leave, if the actions of the individual are perceived to be interfering with the peace and security required for any athlete to achieve his/her best performance.

CLUB REGISTRATION SUMMARY

CLUB NAME: _____

STREET: _____ PHONE: _____

CITY: _____ EMAIL: _____

CONTACT Person for Club: _____ Postal Code: _____

COACH: _____

Qty.	Description	Price Each	TOTAL
	Individual events Includes SNM per event program development fee of \$1.00	\$7.00 - \$12.00 See Event List	\$
	Relay events (per event)	\$16.00	\$
	Swim Manitoba entry fee (per swimmer)	\$6.00	\$
	Social Event (includes appetizers)	\$12.00	\$
TOTAL DUE			\$

- Please forward completed **Club Registration Summary** with all completed Individual and Relay **Registration Forms**, payment and signed "Waiver and Release Form" for all swimmers to:
 Ruth Horne
 190 Ferndale Ave
 Winnipeg, MB
 R2H 1V5
- Registration deadline is Sunday, March 13, 2016
- Make cheques payable to **MMAC**
- **Please estimate entry times for those who do not have competition times.**

INDIVIDUAL REGISTRATION FORM

Swimmer: First & Last Name – PLEASE PRINT

SWIMMER

Name: _____

BIRTHDATE: _____

MM DD YYYY

SNC #: _____

AGE: _____

SEX: _____

F M

CLUB: _____

COACH: _____

Please enter a time for each individual event (estimated training or competition times are acceptable)

Qty.	Description	Price Each	TOTAL		
	If not a registered master's swimmer with provincial organization - \$33 annual fee for Masters Swimming Manitoba or \$10 one day registration	\$33 Or \$10	\$		
	Individual events (per event) Includes Swim MB program development fee of \$1.00	See Event List	\$		
	Swim MB entry fee (per swimmer)	\$6.00	\$		
	Social Event (includes appetizers)	\$12.00	\$		
TOTAL DUE			\$		
Event	Description/Entry Fee	Entry Time	Event	Description	Entry Time
1	100 IM (\$7.00)		10	200 Mixed/Male/Female Free Relay (\$16.00/team)	
2	50 Back (\$7.00)		11	100 Back (\$7.00)	
3	200 OPEN (Br/Bk/Fly) (\$7.00) Stroke:		12	200 Free (\$7.00)	
4	800 Free (\$10.00)		13	50 Fly (\$7.00)	
5	100 Free (\$7.00)		14	400 OPEN Free/IM (\$8.00) Stroke:	
6	50 Breast (\$7.00)		15	100 Breast (\$7.00)	
7	200 IM (\$7.00)		16	50 Free (\$7.00)	
8	100 Fly (\$7.00)		17	200 Mixed/Male/Female Medley Relay (\$16.00)	
9	1500 Free (\$12.00)				

Athlete Waiver and Release

In consideration of the acceptance of this entry, I, for myself, my executors, administrators and assigns, do hereby release and discharge the Manitoba Masters Aquatic Club, Masters Swimming Manitoba, and Masters Swimming Canada from all claims and damages, demands and actions whatsoever in any manner arising or growing out of my participation in this event. I attest and verify that I have full knowledge of the risks involved in this event and I am physically fit and sufficiently trained to participate.

First/Last Name (Please Print) _____

Signed: _____ Dated: _____



Relay Entries

Relay Name	Stroke (Medley Relay only)	Relay Event number: 10/17
Swimmer Name		Age
Swimmer Name		Age
Swimmer Name		Age
Swimmer Name		Age
		Total Age:

Relay Name	Stroke Medley Relay only	Relay Event number:
Swimmer Name		Age
Swimmer Name		Age
Swimmer Name		Age
Swimmer Name		Age
		Total Age:

Relay Name	Stroke Medley Relay only	Relay Event number:
Swimmer Name		Age
Swimmer Name		Age
Swimmer Name		Age
Swimmer Name		Age
		Total Age:

Appendix 1 - Swim Manitoba (SNM) Provincial Scratch Rule

This scratch rule WILL be in effect at ALL Swim Manitoba sanctioned meets, in accordance with Swimming Canada rule CSW 3.6.

It is superseded by:

- Swimming Canada (SNC) rule **SNC 3 (3.1 to 3.4)** at SNC designated meets held in Manitoba.
- The scratch rule for Manitoba / Saskatchewan Championships, when they are held in Manitoba.

SCRATCHES:

1. Time Final Events

- a. There is no scratch deadline for time final events. Coaches are encouraged to report scratches to the clerk of course as soon as possible.
- b. **Penalties:** Scratches and all step-downs, no-shows, and unexcused incomplete swims (as determined by the referee) will result in loss of entry fee.

2. Prelims/Final Events

- a. Scratches from **preliminary heats:**
 - i. May be made at any time.
 - ii. Scratches, no-shows, and unexcused incomplete swims simply create empty lanes, as there shall be no re-seeding.
 - iii. Scratches and all step-downs, no-shows, and unexcused incomplete swims (as determined by the referee) will result in loss of entry fee
- b. Scratches from **finals:**
 - i. Must be made within 30 minutes after the end of the preliminary session.
 - ii. **Penalties:** Scratches after the scratch deadline and all step-downs, no-shows, and unexcused incomplete swims (as determined by the referee) will result in the offending swimmer being scratched from all remaining events, including relays, scheduled for that day. No monetary penalty fee is to be assessed.
 - iii. **ALTERNATE SWIMMERS:** Alternates **MUST** report to the Clerk of Course at least 10 minutes prior to the event and be ready to swim if necessary.
 - iv. If a swimmer has not reported to the blocks when the race is called, the Referee shall replace the contestant with an alternate who has reported to the Clerk of Course and is present and ready to swim. The alternate shall become one of the finalists.

3. Relay Events

- a. For time final events scratch rules for **Time Final Events** apply.
- b. For prelims/final events scratch rules for **Prelims/Final Events** apply.
- c. Relay names can be changed up to 30 minutes prior to start of relay event.

Appendix 2: MSC Warm-Up/Warm Down Procedures

CMSW 1.6 MSC Warm-Up/Warm-down Procedures shall be enforced at all Masters' swimming competitions in Canada.

CMSW 1.6.1 The warm-up/warm-down shall be supervised. There shall be a minimum of two qualified officials, acting as Safety Marshals for each course with the authority to control the warm-up including to warn or remove offending swimmers and to report to the referee for possible further disciplinary action

CMSW 1.6.2 There shall be a minimum of 45 minutes prior to the start of the meet for general warm-up. If there is no continuous warm-up facility or lane available during the meet there shall be a 15 minute warm-up period at least every 2 hours. There shall be a 15 minute warm-down period at the conclusion of the meet

CMSW 1.6.3 There shall be no diving or jumping from any area of the deck or starting blocks. Swimmers shall enter the water feet first in a cautious manner with at least one hand in contact with the deck or gutter. There shall be barriers placed on the starting blocks.

CMSW 1.6.4 All lanes shall be used for general warm-up with circle swimming only. Swimmers shall circulate in opposite directions to adjacent lanes. Starting at one side of the pool, lanes shall be designated as slow, medium and fast lanes. There should be pictorials at the end of the lanes showing this and the direction of circle swimming.

CMSW 1.6.5 Twenty minutes prior to the end of warm-up one outside lane, and in pools of six lanes or more, the adjacent lane, on the fast side of the pool, as in CMSW 1.6.4, shall be designated as sprint lanes. The starts shall be from the normal starting end of the pool with one way swimming only. Upon completion of the length the swimmer shall leave the lane.

CMSW 1.6.6 The wearing of watches, the use of hand paddles, pull-buoys, kick boards and swim fins, shall be prohibited.

CMSW 1.6.7 Warm-up procedures shall be prominently posted at various areas of the pool deck.

Appendix 3



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