



ALBERTA  
SUMMER  
SWIMMING  
ASSOCIATION

# PROVINCIALS CHAMPIONSHIPS

**Kinsmen Sport Complex**

9100 WALTERDALE HILL NORTHWEST EDMONTON, AB

**AUGUST 16,17 & 18, 2024**

A photograph of a swimmer in a pool, wearing a purple swim cap and goggles, captured from a side-rear perspective. The swimmer is in the middle of a stroke, with their arms extended forward. The water is a vibrant greenish-blue, and lane lines with blue and yellow floats are visible in the background. The bottom of the image is decorated with stylized blue and yellow wave graphics.

## MEET PACKAGE AND INVITATION

**Meet Managers:**

Suzanne Merrills, Lisa Preston, Erin Flory

**Meet Referee:**

Jennifer Flowers and Iris Jackson

**Meet Entries:**

Alberta Summer Swimming at [meets@assa.ca](mailto:meets@assa.ca)



## CO-HOSTED BY

Alberta Summer Swimming and Regions A & D

## FACILITY

Kinsmen Sport Centre  
9100 Walterdale Hill Northwest  
Edmonton, AB, T6E 2V3

**\* Please note the lap pool on the north side of the facility will not be open.**

## DATES

Meet dates: August 16th, 2024, to August 18th, 2024

## SANCTION

This meet is sanctioned by Swim Alberta.

## CONTACTS

**Meet Manager:** Suzanne Merrills  
(Region B)

**Email:**  
assaprovincialmeetmanager@assa.ca

**Meet Manager:** Lisa Preston (Region  
E) and Erin Flory (Region E)

**Email:**  
assaprovincialmeetmanager@assa.ca

**ASSA President:** Lynnette Thoresen

**Email:** president@assa.ca

**Phone:** 780.502.1248

**Entries:** Heather Rasmuson

**Email:** meets@assa.ca

**Phone:** 780.312.1147

**Shadow Meet Managers:**

Region C and Region F

**Chair Of Officials:**

Alberta Summer Swimming

**Email:** meets@assa.ca

**Meet Referee:** Jennifer Flowers

**Email:** jflowers@cranky.ca

**ASSA Coaches' Representative:**

Jana Gau

**Email:** coachesrep@assa.ca

**Meet Referee:** Iris Jackson

**Email:** jackson.irism@gmail.com

## **LAND ACKNOWLEDGEMENT**

We would like to begin by acknowledging that the facility in which we gather and operate is situated on the traditional territory of the Indigenous peoples of Alberta. We recognize that the land on which we stand has been a site of human activity and cultivation for thousands of years.

We acknowledge the rich and diverse history of this land, which has been home to numerous First Nations. We extend our deepest respect to the elders, both past and present, who have cared for this land throughout the generations. We recognize the profound spiritual and cultural connections that Indigenous peoples have with the land, waters, and all living beings.

We acknowledge the ongoing impacts of colonization and the continued resilience and strength of Indigenous communities. We commit to engaging in meaningful and respectful relationships with Indigenous peoples, fostering understanding, and working towards reconciliation.

As we gather and operate within this facility, let us remember and honor the Indigenous peoples of this land, their traditions, their languages, and their contributions to our shared community. May we walk together on a path of mutual respect, understanding, and healing.

Ekosi. Thank you.

## **SAFE SPORT**

Swim Alberta provides a fun, healthy, inclusive and safe environment. Swimming enriches the lives of everyone involved by ensuring that the training and competitive environment is one where athletes, coaches, officials, volunteers and staff know they are safe and are treated with respect and dignity. Swim Alberta believes all members have the right to participate in a safe and inclusive training and competitive environment free of abuse, harassment or discrimination.

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.

## **RULES**

The meet will be conducted under published World Aquatics and/or WPS rules and regulations supplemented by published and approved Swimming Canada, Swim Alberta and ASSA rules and regulations. In addition, this meet package shall outline all changes to and specific application of the published rules. Swim Alberta policies and procedures, where appropriate will also apply.

**It is mandatory for all clubs to ensure payment of sanctioning fees. Failure to pay these fees will result in clubs being ineligible to participate in regional and provincial competitions.**

## **MEET TYPE**

ASSA Provincial Championship Swim Meet

## **TECHNICAL MEETING:**

Coaches' Technical meeting will be held in Kinette room on:

- Day 1 (Aug 16th) 11:00 am
- Please note there will NOT be a Coach PD session held at Provincials this year as it was offered earlier in the season.

## **COMPETITION AND DIVING READINESS STANDARDS**

Entry to the competition is limited to participants who have passed Swim Alberta's Competition Swim Test. During competitions, swimmers should dive at the Dive Readiness Progression skill level they have achieved.

**We require a Club Verification of Competition Readiness from all clubs prior to swimmers entering the water. Please sign and return the Competition Readiness Form found [HERE](#) to the meet manager at [meets@assa.ca](mailto:meets@assa.ca) by Wednesday, August 14th, 2024.**

## **SWIMWEAR AT COMPETITIONS**

All swimmers are permitted to race with the swimwear of their choosing at all competitions sanctioned by Swim Alberta. 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.

## REQUIREMENT FOR TIME TRIAL SANCTIONS

Time trials will not be permitted at the competition.

## WARM UP PROCEDURES

Swim Canada Warm Up Procedures will be in effect at this swim meet. Please see the document [Competition Warm Up Safety Procedures](#) for specific details.

Warmups will take place in two 30 min sessions.

- Session 1 - Swimmers ages 13 to 17
- Session 2 - Swimmers ages 12 and Under
- Dive tank: 18 and open for two 30 minutes, as per assignments in Technical Bulletin
- Dive lanes will open for the last 10 minutes of the posted warm-ups

## DIVING RULES

The following rule applies to the start end of the pool:

1. Starts will be conducted from starting platforms (blocks) as per World Aquatics FR 2.3 and SW 4.1.

The following rule applies to the turn end of the pool (for the 4 x 25m relay):

1. Starts will be conducted from Deck or Bulkhead as per Canadian Facility Rule CFR 2.3.1 and CSW 4.1.1

## SCHEDULE

	Day 1 (Aug 16)	Day 2 (Aug 17)	Day 3 (Aug 18)
<b>Coach Meeting</b>	11:00 am		
<b>Warm-up time</b>	11:30 am	7:30 am	8:00 am
<b>Officials Briefing</b>	11:45 am	7:45 am	8:15 am
<b>Start time</b>	12:45 pm	8:30 am	9:00 am
<b>Warm-up time (PM)</b>		1:00 pm	12:30 pm
<b>Officials Briefing (PM)</b>		1:15 pm*	12:45 pm*
<b>Start time</b>		2:00 pm	1:30 pm

*\* Afternoon Officials Briefing, Lunch and afternoon racing start times will be based on entries and session timeouts; the expected times will be communicated prior to the start of the competition.*

*\*\* All Officials must attend the officials' briefing as per Sr Officials' grid and for the session that they are working.*

## **ELIGIBLE PARTICIPANTS**

- This competition is open to all swimmers currently registered as summer swimmers with Swim Alberta and the ASSA
- Only swimmers classified as Summer Registration, Masters Swimmers or Para Swimmers may participate at the Provincial Championship meet.
- All para swimmers who participate in competitions throughout the season may apply to attend provincials.
- To be eligible, a swimmer must have swum in the Regional Championship Competition and be a registered summer swimming member.
- Swimmers in the 6 and under category shall only enter the 25m Freestyle, Backstroke, Breaststroke, or Butterfly, 50m Freestyle or Backstroke in the 8 and under category and relay events at Provincials.
- Only clubs in good standing with ASSA and Swim Alberta will be permitted to participate.

## **QUALIFICATION AND ENTRY LIMIT**

- Entries for all individual and relay events must be submitted prior to the Entry Deadline
  - Maximum individual entries per swimmer: 4
  - Maximum relay entries per swimmer: 2
    - 1 Free Relay
    - 1 Medley Relay
- Deck entries will not be permitted for the Regional Championships
- There is no limit to the number of participants permitted to enter the Provincial Championship Competition.
- Qualification selections will be based on the results from the six Regional Championship Competitions; swimmers who qualify for individual or relay events as a Region Qualifier or a 'Wild Card' Qualifier.

## **WILDCARDS**

ASSA wildcard swimmers are ranked and published following the competition, with a list of alternates for each event.

## **TIE-BREAKING FOR PROVINCIAL QUALIFIERS**

If there is a tie for first place in an event, both swimmers will progress to the next round, occupying the first and second positions. There is no requirement for a swim-off in this scenario. However, in the event of a tie for second place for wildcard qualification, both swimmers involved will need to participate in a swim-off. Swim-offs will be scheduled at the start or end of sessions, as determined by the meet manager. Coaches will be notified.

## **NOTIFICATION OF WILDCARD SWIMMERS**

Once the Wild Card Procedure is completed, clubs, coaches, parents and swimmers will be able to see who has qualified for Provincials. We will release the wild cards to coaches and club presidents for circulation. Each group should continue to monitor the Wildcards on the website until Wednesday at noon to see which Alternate swimmers have been moved up to compete in events.

## **ENTRY FEES**

There is no entry fee for the ASSA Provincial Championships  
The ASSA will pay the Summer Swim Club Sanctioning fee of \$3.00 per swimmer.



**EVENTS:**

<b>Friday: Warm Up 11:30am 12&amp;U, 18+; 12:00pm 13-17; Start time 12:45pm</b>	
<input type="checkbox"/> 1500 Free	
<input type="checkbox"/> 25 Fly (10 & under)	
<input type="checkbox"/> 50 Fly	
<input type="checkbox"/> 50 Back (10 & under)	
<input type="checkbox"/> 100 Back	
<input type="checkbox"/> 100 Medley Relay (10 & under)	
<input type="checkbox"/> 200 Medley Relay	
<b>Saturday</b>	
<b>Morning Events: Warm Up 7:30am 12&amp;U &amp; 18+; 8:00am 13-17; Start time 8:30am</b>	<b>Afternoon Events: Warm Up 11:30pm 12&amp;U &amp; 18+; 12:00pm 13-17; Start time 12:45pm</b>
<input type="checkbox"/> 400 Free	<input type="checkbox"/> 50 Fly (10 & under)
<input type="checkbox"/> 25 Breast (10 & under)	<input type="checkbox"/> 100 Fly
<input type="checkbox"/> 50 Breast	<input type="checkbox"/> 25 Back (10 & under)
<input type="checkbox"/> 50 Free (8 & under)	<input type="checkbox"/> 50 Back
<input type="checkbox"/> 100 Free	<input type="checkbox"/> 100 Free Relay (10 & under)
<input type="checkbox"/> 100 IM	<input type="checkbox"/> 200 Free Relay
<b>Sunday</b>	
<b>Morning Events: Warm Up 8:00am 12&amp;U &amp; 18+; 8:30am 13-17; Start time 9:00am</b>	<b>Afternoon Events: Warm Up 12:30pm 12&amp;U &amp; 18+; 1:00pm 13-17; Start time 1:30pm</b>
<input type="checkbox"/> 200 Free	<input type="checkbox"/> 800 Free
<input type="checkbox"/> 50 Breast (10 & under)	<input type="checkbox"/> 100 Para Medley Relay
<input type="checkbox"/> 100 Breast	<input type="checkbox"/> 100 Regional Relay (10 & under)
<input type="checkbox"/> 25 Free (8 & under)	<input type="checkbox"/> 200 Regional Medley Relay
<input type="checkbox"/> 50 Free	<input type="checkbox"/> 100 Para Free Relay
<input type="checkbox"/> 200 IM	<input type="checkbox"/> 100 Regional Free Relay (10 & under)
	<input type="checkbox"/> 200 Regional Free Relay



## RELAY CHANGES

Substitutions are only allowed for medical reasons with a current doctor's note received in writing and approved by the ASSA appointed Provincial Swim Competition Committee.

A Club relay team member may be substituted by another swimmer from the same Club at the Provincial Championship Competition, provided that the following criteria are met:

- A Club's relay substitution request shall be received no later than ninety (90) minutes prior to the start of the relay event in question.
- A Club relay substitution swimmer shall be an eligible ASSA swimmer registered with the Club in question who:
  - Participated at the Regional Championship Competition during the current season, and
  - Has not qualified for the Provincial Championship Competition on a relay team in the same type of relay event.

## SCRATCHES AND PENALTIES

Scratch Rules for the Provincial Championship Competition shall be:

- The Swim Alberta Scratch Rule will be in effect for the Provincial Championships.

### **TIME FINAL MEETS INCLUDING SWIM ALBERTA WINTER & SUMMER FESTIVALS AND ALL SUMMER SWIMMING COMPETITIONS:**

Coaches are requested to submit any known scratches to the meet manager prior to the start of the meet. The meet information package should clearly state the deadline for receiving scratches by the meet manager after the entry deadline. Any scratches not received by the published deadline must be submitted to the Administration desk. Scratches for the session's events are to be submitted to the Administration desk 30 minutes prior to the start of each session.

There shall be no penalty for swimmers who 'no show' or submit a 'late scratch' for their event.

## LATE SCRATCHES

Out of courtesy, coaches are requested to submit any known scratches to the meet. Any scratches that are not received by the published deadline will need

to be submitted to the Administration desk. Scratches for the session's events are to be submitted to the Administration desk 30 minutes prior to the start of each session.

There shall be no penalty for swimmers who 'no show' or submit a 'late scratch' for their event.

## **FORMAT**

All events at the Provincial Championship shall run as time finals.

A maximum of two heats shall be run in all ASSA standard individual and relay events except the 800m and 1500m Freestyle where only one heat shall be run. Where there is a tie for a Region Qualifier, and for Para Events, the ASSA may run additional heats as required.

Swimmers in the 6 and under category are permitted to qualify for the Provincial Championships in the following events:

- 7&8 25m Freestyle
- 7&8 25m Backstroke
- 7&8 25m Breaststroke
- 7&8 25m Butterfly
- 7&8 50m Freestyle
- 7&8 50m Backstroke
- Relay events

## **SEEDING**

Entry times will be based on Regional Championship Competitions' Finals results.

Time finals shall be seeded in accordance with SW 3.1.2.

In the event where there is a tie for 8th place, the swimmer with the fastest seed time at the Regional Championship Competition in the event shall be seeded as the 8th place qualifier and the swimmer with the slower seed time at the Regional Championship Competition in the event in question shall be seeded as the 9th place qualifier.

Swim-offs, if required, will be scheduled at the start or end of sessions. Coaches will be notified.

Para Swimmers may be seeded as combined gender.

## **ELECTRONICS AND EQUIPMENT**

Primary timing shall be electronic (OMEGA Quantum system) with manual backup. Electronics for early takeover are not permitted.

Please be aware that the scoreboard and meet mobile times are unofficial. Results will be posted during the meet. If there are any questions regarding results, coaches may direct questions to the administration desk.

In the interest of fairness and consistency, backstroke ledges will **NOT** be used in ASSA competitions, for the following reasons:

### **Fairness and Equality:**

- Not all swimming pools have backstroke ledges, creating an uneven playing field for swimmers.
- Standard competition conditions ensure fair play, and introducing specialized equipment undermines this principle.

### **Resource and Accessibility Issues:**

- Not all facilities can afford backstroke ledges, creating an imbalance in preparation and performance opportunities.
- Maintenance and safety responsibility add to facility management's burden.

### **Focus on Skill Development:**

- Emphasizing fundamental swimming skills and techniques is essential, and reliance on specialized equipment can divert attention.
- Swimmers should be trained to adapt to varying conditions, crucial for their performance in diverse competitive environments.

## **SCORING & RESULTS**

For the Provincial Championship Competition, scoring for individual and relay events shall be:

- Top eight places - 9, 7, 6, 5, 4, 3, 2, 1

Team scores shall consist of the sum of points awarded to all swimmers and relay teams representing the club in age groups involving swimmers 17&U, including para events, excluding the Open Relays.



Clubs' Masters Scores shall consist of the sum of points awarded to all swimmers and relay teams representing the club in 18&O events, including Open Relays. Open relays will not count towards team points at Provincials.

Following the conclusion of the Provincial Championship, results will be posted on the Swimming Canada website at [www.swimming.ca](http://www.swimming.ca).

## **MEDALS & RIBBONS**

The top three finishers in each individual and relay event shall receive a medal:

- 1st place - gold, 2nd place - silver, 3rd place - bronze
- Swimmers and relay teams placing 4th to 16th shall receive a ribbon.

## **ASSA AWARD OF EXCELLENCE & RACHOR TROPHY**

The ASSA Award of Excellence shall be presented annually to the Top Age Group male who accumulates the most points in the 15-17 age category in his four individual events at the Provincial Championship Competition. The award includes the engraving of the recipient's name on the large ASSA trophy and a giveaway trophy for the Swimmer to keep.

The Rachor Trophy shall be presented annually to the Top Age Group female who accumulates the most points in the 15-17 age category in her four individual events at the Provincial Championship Competition. The award includes the engraving of the recipient's name on the ASSA trophy and a giveaway trophy for the Swimmer to keep.

In the event of a tie for the ASSA Award of Excellence or Rachor Trophy, all ties shall be broken based on the individual swimmer's top FINA points swim. If required, the swimmer's next highest FINA point swim will be used, until the tie is broken.

## **TEAM AWARDS**

Banners will be awarded to the top small, medium, and large club based on points earned during the competition for all age groups (17 & U) and para events. Team size will be based on each club's percentage of provincial competitive registrations, rounded to the nearest tenth, as of the entry deadline. The small team will be under 1.5%, the medium team will be 1.5-2.4% and the large team will be 2.5% and over.

## **MASTERS PROVINCIAL CHAMPIONS TEAM AWARD**

The Club earning the highest Masters score shall be awarded the Masters Team Provincial Champions Trophy. Master's Team Award will be calculated based on the sum of the scores from the individual events and open relays swam at the competition.

## **RECORDS**

- ASSA records shall be maintained in all ASSA standard individual events, except 18&O events. ASSA records shall be maintained in all ASSA standard relay events, including the Open Relays.
- To establish an ASSA record, the existing record time must be tied or bettered.
- To be eligible for records, times must have been achieved in a 25m facility approved for records as per Swim Alberta's Approved Competition Pool list.
- Only official results from Summer Swimming sanctioned competitions occurring during the summer swimming season shall be eligible for ASSA Records.
- The ASSA shall review and approve (or decline) all pending records,
- For ASSA records set during the season, certificates will be delivered to the region reps August board meeting.
- For ASSA records set at ASSA Provincials, certifications will be delivered to the region reps at the fall board meeting.

## **CHAPERONES**

### **ONLY SWIMMERS, COACHES, OFFICIALS AND ACCREDITED CHAPERONES WILL BE PERMITTED ON DECK.**

This is crucial to running a safe swim meet due to the expected number of participants. Security volunteers will be at all access points to the pool deck to ensure compliance with this matter. Coaches, swimmers and officials will be provided with accreditation passes for access to the deck.

Parents & other spectators must view from the spectator areas above the deck.

### ***Teams will be allowed 1 parent volunteer per 10 swimmers under 12 years of age to chaperone the participants.***

These team chaperones SHALL be accredited in the same manner as coaches, swimmers, and officials. Each swim club MUST submit a list of chaperone names and the number of coaches from your club who are





attending Provincials by **Tuesday, August 13, 2024, at 12 o'clock noon to the Meet Manager at [meets@assa.ca](mailto:meets@assa.ca).**

This is critical for the accreditation process. If no names are forwarded, then no chaperone from that club will be accredited for deck access. Deck passes for coaches, swimmers, and chaperones will be in each club's package that will be picked up on **deck in the meet manager office on Friday, August 16th, 2024, at 10 am**

## **VOLUNTEERS**

As in past years, we are asking for volunteers from each club and region to assist with officiating this meet. We will be using two pools for all events and will require many officials.

**Accreditation passes** will be provided to all officials and **must be worn while working on deck**. Volunteers will turn in their accreditation passes upon completion of their session.

**T-shirts will be provided for officials working more than one session** (morning or afternoon will be considered a session). When you register on-line to officiate, please indicate your t-shirt size so that we can have the proper size available for you.

To register on-line, please visit our official's sign up at <https://forms.office.com/r/4hYgFg4Vv8>.

**All session referees and starters will be selected using the Placement of Officials.**

On the day of the meet, please report to the officials' area at least one (1) hour prior to the start of your scheduled session to receive your shirt and accreditation pass. There will be follow-up communication to all senior officials regarding meeting times for the senior briefing.

## **PHOTOS**

Photographers will only be permitted on the pool deck at the discretion and approval of the ASSA. Photographer accreditation is required to access the pool deck.



## PARKING

Parking at the Kinsmen Sport Centre grounds will be monitored and enforced jointly by the City of Edmonton and the Kinsmen Sports Center.

**Please be aware that parking is extremely limited, and campers or motorhomes are not permitted, as they will be subject to ticketing and towing.** It is essential to note that vehicles parked in unauthorized areas will be ticketed by the Bylaw.

We encourage attendees to consider ride-sharing options whenever possible. Parking is first-come, first-served upon arrival. Anyone parking in a not designated parking spot will be towed.

## HOSPITALITY:

During all sessions, coaches and officials can enjoy a light hospitality service in the Kinette Room, conveniently located just upstairs from the pool deck. Coaches and volunteers working in one or more sessions will be provided with a bracelet for a light lunch in the field house. Don't forget to bring your own water bottle; there are several water-filling stations available on the deck for your convenience.

## VENDORS AND FOOD SERVICE:

The T-shirt Guy will be present on the upper concourse throughout the meet, offering an online order option for Provincials merchandise.

Food trucks will be conveniently located on the premises for spectators to enjoy. Food truck parking is on a first-come, first-served basis, so we cannot comment on the variety offered.

Please read the following information package carefully, as it describes all aspects of the Provincial Championship Swim Meet. Please ensure this information is passed to the clubs' parents and coaches to help finalize plans. If any questions arise, please contact the Meet Management Committee at [meets@assa.ca](mailto:meets@assa.ca).

***All Officials, coaches, parents, spectators, and swimmers are expected to adhere to the ASSA Code of Conduct and Ethics. ASSA maintains a zero-tolerance policy, and any individuals displaying unfavorable behavior will be promptly removed from the facility. [Swim AB Code of Conduct](#)***