

# Swimming Technical Package

Event:

Place:

Date:



## **SWIMMING CHAMPIONSHIPS SWIMMING TECHNICAL PACKAGE**

Technical Packages are a critical part of Special Olympics Newfoundland & Labrador Summer Games. They prescribe club, athlete, coach and mission staff quotas (where applicable) as well as eligibility requirements. They also assist the organizing committees by detailing tournament formats and scoring procedures, assist Chefs de Mission in verifying eligibility, and help with budgeting by describing the number of participants permitted, advance coaching certification by stating minimum requirements.

Every Game's/Championship's coach, manager, Sport Chairperson and Club Coordinator has an obligation to read and understand every aspect of the Technical Package. Failure to do so could cost an athlete his or her eligibility for the Games or could affect final standings or the conduct of the competition. If someone does not understand an aspect of a Technical Package, he or she is to seek clarification from the Games Organizing Committee or SONL through his or her Chef de Mission/Club Coordinator.

Technical Packages are developed primarily by SONL, in consultation with SOC, Provincial/Territorial Chapters and National Sport Organizations (where applicable), following the principles, guidelines and requirements of SONL. As the overall governing body of the Championships, SONL has the ultimate authority for Technical Packages, but this authority is exercised only with the knowledge and understanding of the clubs concerned.

If an individual wishes to initiate a change to a Technical Package leading up to a Championship, the desired change should be first directed to the Club Coordinator or Chef de Mission. The Club Coordinator or Chef will evaluate the merits of the change and will, if it has merit, submit the requested change, with rationale to SONL's Provincial Office. Minor corrections will be considered at almost any time, but will be increasingly difficult to achieve within one month of the Games. These time frames reinforce the importance of complete understanding of the Technical Package early.

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## I. Venue:

The following support facilities should be available:

- Warm up Area
- Restrooms
- Locker/Change Room

## Parking:

There is parking at or adjacent to the pool, this may be limited depending on the day.

## II. Participants

- a. Competitors:  
All registered Special Olympics NL swimmers 10 or older are allowed to compete.
- b. Coaches and mission staff

Coach & mission staff quotas were allocated as per Policy 5000-07.

For every four (4) athletes, one (1) coach **must** be in attendance.  
For every four (4) coaches, one (1) mission staff is **allowed**

## III. Age Category

All swimmers must be 10 years of age or older as of the first day of competition

## IV. Eligibility

- a. Coaches:  
Any coaches listed on the official registration form must obtain the following certification prior to the Competition.
  - SOC/NCCP Level I technical
  - OR
  - SOC/NCCP Community course

### Exemption Process

All coaches selected to attend the Competition must provide proof of certification to the Provincial Office no later than *30 days prior* to the Games in the respective sport. Should a coach fail to meet the required certification, he/she may apply to the Provincial Office for an exemption. The application must outline the reasons for the exemption, and detail the reason(s) for incomplete certification. Should an exemption be granted, the coach will be eligible to attend the respective Competition. It should also be noted that a coach who receives an exemption would not be eligible for

any further exemptions in the respective sport (i.e. he/she must meet all certification requirements prior to the next Provincial Games).

b. Competitors:

- i. The athlete must be registered with an accredited Special Olympics Club, and be active in a Special Olympics program.
- ii. The athlete must have been training in swimming for a minimum of 1-sport season (the season prior to the championships).

## V. Competition

a. Rules

The competition will be swum according to Swimming/Natation Canada (SNC) rules, except when they are in conflict with Special Olympics Canada (SOC - <http://www.specialolympics.ca/learn/official-sports-and-rules>) rules. In such cases SOC rules shall apply.

- i. Relays (If there is sufficient time)
- ii. Starts  
The start shall be as per Swimming/Natation Canada Rules.  
The start command will be English and will be as follows:  
"Take your mark" when all swimmers are stationary, the starter shall give the starting signal.  
The starting signal will be a defined by a sufficiently loud sound.

b. Schedule

The Swimming Schedule will be set by the GOC.

c. Practice/Warm-Up

Practice/ Warm-Up time will be made available to all teams 30 minutes prior to the competition.  
The competition schedule will allow for appropriate warm-up time for all athletes.

d. Divisioning

Athletes will be divisioned first by gender than by ability. The recommended performance difference between athletes in a division is 25%.

If there are more than **XX (depending upon # of lanes)** athletes in a division the performance percentage will be reduced to produce new ability groupings – 5% at a time is suggested.

*For 2 Athletes entered into an event:*

Athletes would compete against each other as long as their abilities are within 100% otherwise they would compete against self

*For 1 athlete entered into an event*

An athlete would compete against his or her own seeded time in the event. If they are competing against their own seeded time medals would be awarded as follows

Gold Medal: Final performance within 5% of their seeded performance (or qualifying time)

Silver Medal: Final performance is the same as or less than the seed performance by 15% (or of the qualifying time)

Bronze Medal: Final performance is less than the seed performance by 16- 30% (or of the qualifying time)

All races will be divisioned with the maximum number of athletes being placed in a division being five (5).

**Maximum Performance Rule (MPR)**

Divisioning heats are conducted to ensure that athletes compete against athletes of a similar ability level in their final competition. To ensure that athletes compete at the best of their ability during the divisioning round, the maximum performance rule will be implemented.

Maximum performance would indicate that there should be no more than 15% difference in performance between divisioning and final events. If an athlete exceeds their divisioning event performance by 15% in the final round of competition the following shall occur.

- Athlete is flagged under the Maximum Performance Rule (MPR)
- The athlete will be re-divisioned and placed in the correct division as indicated by their time/distance.
- The athlete will be eligible for a medal if their time/distance warrants.
- Re-divisioning will not affect the standing of athletes in the division where the flagged athlete is placed. (i.e. re-divisioned athlete places third in new division, current athlete in division will also be awarded third place)
- Flagged athlete will not receive any selection points (for advancement to higher levels of competition) for the event.
- The Maximum Performance Rule would not apply if an athlete when re- divisioned would still be placed in the same division.

If the coach is of the opinion that his/her athlete has not competed at the best of their ability in the divisioning race, and may be in danger of violating the MPR, they have the option to submit a faster time for their athlete so that they can be placed in a division which reflects their ability.

If an athlete falls or is disqualified in their divisioning event the coach has the following options:

- 1) Submit a faster time or longer distance/greater height
- 2) Concede the event qualifying time/distance/height
- 3) Rerun of the event\*

**\*NOTE:** The following events are eligible to be rerun:

Aquatics: All 25m, & 50m races

If an athlete falls or is disqualified in the second divisioning race they will have the following two options:

- 1) Submit a faster time
- 2) Concede the event qualifying time

## **IMPLEMENTATION OF THE MAXIMUM PERFORMANCE RULE CANNOT BE PROTESTED.**

### e. Marshalling

The marshalling area will be located adjacent to the pool on the pool deck and will be designated with 5 chairs, one per lane allocation.

### f. Technical Officials

The host society will select technical officials that are certified at the Provincial level (where applicable).

### g. Protest Procedures

All protests must be endorsed by the Club Chef de Mission and submitted **in writing** by the **Head Coach** to the **Swimming Sport Chair** within 30 minutes following the competition.

The protest fee of **\$50.00** must accompany all protests.

Any discrepancies in results (as posted) should first be checked with the **Results Coordinator**.

Divisioning cannot be protested.

Please find attached (*Appendix A*) a copy of the Protest Form to be utilized for the Special Olympics Newfoundland & Labrador Swimming Championships.

## **VI. Head Coach/Sport Manager Meetings**

### a. Schedule

There will be a head coaches meeting prior to the start of competition.

### b. Meeting Attendance

Head Coaches only are to attend these meetings. In the case where the Club's Head Coach is not available, he or she may send a representative in their place

## **VII. Results**

Results will be sent out immediately following competition. A full results package will also be provided to all Clubs upon completion of the competition.

## **VIII. Heat Sheet Distribution**

### a. Pre-games

Heat sheets will be distributed to each Club's Chef prior to the championships. It is the responsibility of that Chef de Mission to review the heat sheets with the head coach and make sure that all information contained within is correct.

Once a Chef/Head Coach reviews the heat sheets no dispute can be made on site as to what events athletes are entered in.

### b. On-site

Heat sheets will be distributed to Chef de Missions or Head Coaches prior to competition.

## **IX. Award Presentations**

Award presentation for swimming will be awarded following the competition. Gold, Silver, and Bronze medals will be awarded to the first, second and third place athletes respectively in each division. Ribbons will be awarded to swimmers.



## Appendix I – Protest Form

# SPECIAL OLYMPICS NEWFOUNDLAND & LABRADOR Swimming Championships SWIMMING PROTEST FORM

Delegation: \_\_\_\_\_

Date of Incident: \_\_\_\_\_

Time of Incident: \_\_\_\_\_

Event: \_\_\_\_\_

Heat Number: \_\_\_\_\_

### Name and number of athlete(s) involved:

1. Name: \_\_\_\_\_ Club: \_\_\_\_\_ Lane Number: \_\_\_\_\_

2. Name: \_\_\_\_\_ Club: \_\_\_\_\_ Lane Number: \_\_\_\_\_

3. Name: \_\_\_\_\_ Club: \_\_\_\_\_ Lane Number: \_\_\_\_\_

4. Name: \_\_\_\_\_ Club: \_\_\_\_\_ Lane Number: \_\_\_\_\_

### List of Rule(s) Alleged To Have Been Infringed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Statement of Facts:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Request of The Referee:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Signed by:

\_\_\_\_\_  
Chef de Mission (or designate)

\_\_\_\_\_  
Club

### Received by:

\_\_\_\_\_  
Swimming Sport Chair

\_\_\_\_\_  
Time

\_\_\_\_\_  
Date

### *PROTEST COMMITTEE USE ONLY*

**Protest Fee Paid:** Yes \_\_\_\_\_ No \_\_\_\_\_

**Protest Committee Decision:** Accepted \_\_\_\_\_ Rejected \_\_\_\_\_

**Protest Committee Initials:** \_\_\_\_\_

**Note:** A protest, signed by the Chef de Mission (or designate), must be made to the Sport Chair within 30 minutes following the posting of results and/or the end of a games. A protest fee of \$50 must accompany all written protest