



**2015 CIS Swimming Championships
University of Victoria
February 19-21, 2015**

Sanctioned by SwimBC: #16919

CHAMPIONSHIP INFORMATION BULLETIN #1

SECTION 1

PRE-CHAMPIONSHIP GENERAL INFORMATION

1. ORGANIZING COMMITTEE

Address: 3800 Finnerty Road, PO Box 1700 STN CSC, Victoria, BC, V8W 2Y2
Fax: 250-721-8956
Phone: 250-721-8409
E-mail: athevent@uvic.ca
Web Site: www.govikesgo.com

POSITION	NAME	TELEPHONE	E-MAIL ADDRESS
Convenor	James Keogh	250-721-8411 (W) 250-882-9888 (C)	jkeogh@uvic.ca
Technical Coordinator	Margaret Penning	250-656-7359 (W)	mjpc@shaw.ca
Event Logistics	Marlena Stubbings	250-721-8414 (W) 250-882-3888 (C)	athevent@uvic.ca
Marketing & Sponsorship	Zac Andrus	250-721-6626 (W)	zandrus@uvic.ca
Media/Communications	Ali Lee	250-721-8410 (W)	vicvikes@uvic.ca
Alumni	Teri Kerr	250-472-4642 (W)	vikesalumni@uvic.ca
Medical Staff	Traci Vander Byl	250-721-6130	vikesat@uvic.ca
CIS Manager of Events	Sheila-Ann Newton	613-562-5670 Ext. 23	snewton@universitiesport.ca

2. SCHEDULE OF EVENTS

Monday, February 16

10:00-11:30am	Practice	SCP
6:00-9:00pm	Practice	SCP

Tuesday, February 17

9:00am-12pm	Practice	SCP
4:00-7:00pm	Practice	SCP

Wednesday, February 18

9:00am-12:00pm	Practice	SCP
12:00-4:00pm	CIS Technical Meeting/ followed by Coaches Meeting	Pacific Dogwood
3:00-8:00pm	Practice	SCP

NOTE: check in at the tent in the main lobby to get accreditation and packages, which will allow access to the main change rooms.

3. COMPETITION SCHEDULE

Thursday, February 19

Warm-ups 8am – 9:50am, Heats 10am
Finals warm-ups 4pm – 5:50pm, Finals 6pm

#1 Women's 200m Free
#2 Men's 200m Free
#3 Women's 50m Back
#4 Men's 50m Back
Awards: events #1-4
#5 Women's 100m Breast
#6 Men's 100m Breast
#7 Women's 100m Fly
#8 Men's 100m Fly
Awards: events #5-8
#9 Women's 400m IM
#10 Men's 400m IM
Awards: events #9-10
#11 Women's 4 x 100 Free Relay
12 Men's 4 x 100 Free Relay
Awards: events #11-12

Friday, February 21

Warm-ups 8am – 9:50am, Heats 10am
Finals warm-ups 4pm – 5:50pm, Finals 6pm

#13 Women's 100m Back
#14 Men's 100m Back
#15 Women's 50m Fly
#16 Men's 50m Fly
Awards: events #13-16
#17 Women's 400m Free
#18 Men's 400m Free
#19 Women's 200m Breast

#20 Men's 200m Breast
Awards: events #17-20
#21 Women's 50m Free
#22 Men's 50m Free
#23 Women's 200m Fly
#24 Men's 200m Fly
Awards: events #21-24
#25 Women's 4 x 200m Free Relay
#26 Men's 4 x 200m Free Relay
Awards: events #25-26

Saturday, February 22

Warm-ups 8am – 9:50am, Heats 10am
Distance events Heats Warm-ups ??, Heats - ?pm - 3pm
Finals warm-ups 4pm – 5:50pm, Finals 6pm

Parade of Graduates
#27 Women's 800m Free
#28 Men's 50 Breast
#29 Women's 50m Breast
Awards: events #27-29
#30 Men's 200m Back
#31 Women's 200m Back
#32 Men's 100m Free
#33 Women's 100m Free
Awards: events #30-33
Presentation of Sprinter's Cup (if necessary)
#34 Men's 200 IM
#35 Women's 200m IM
#36 Men's 1500m Free
Awards: events #34-36
#37 Women's 4 x 100m Medley Relay
#38 Men's 4 x 100m Medley Relay

Following completion of finals on Saturday, the following awards will be presented:

CIS 2nd team All-Canadians
CIS 1st team All-Canadians
CIS Men's Rookie of the Year
CIS Women's Rookie of the Year
CIS Student-Athlete Service Award
CIS Coach of the Year – Men's Team
CIS Coach of the Year – Women's Team
CIS Women's Swimmer of the Year
CIS Men's Swimmer of the Year
CIS Women's Championship Trophy and Banner
CIS Men's Championship Trophy and Banner

Rules of Competition:

- Heats will be swum Short Course and finals will be swum Long Course
- The 800m Free, 1500m Free, 400m Free Relay, 800m Free Relay, and 400 Medley Relay shall be swum Long Course as timed finals.
- Excluding the Top 8 swimmers, heats will be swum slowest to fastest alternating women and men, as a separate session just prior to finals on the 3rd day of competition. The fastest seeded heat of each event will be swum during the evening finals. The 800/1500 heats will be timed to end one hour prior to the beginning of finals.
- The 400m Free Relay, 800m Free Relay, and 400 Medley Relay events shall be swum during finals.
- The consolation final shall precede the championship final in each event in the final session.
- Please refer to the CIS website http://english.cis-sic.ca/information/members_info/pdfs/pdf_playing_regs/14-15/Swimming_regs.pdf for a complete list of rules and regulations.

Warmup and Cool Down Lanes:

- 8 lanes warmup/cool down space in the competition pool will be provided during heats sessions.
- 4 lanes warmup/cool down space in the dive tank will be provided during finals sessions. On Saturday during the distance heat events, 8 lanes warmup/cool down space will be provided from 4:00pm-5:00pm in the dive tank.

Opening Ceremonies:

- On Thursday, February 19th we will need a male and female representative to do a march-on for the opening ceremonies. Please have your **two swimmers** meet outside the Aquatics Classroom ***no later than 5:45pm on Thursday.***

SECTION 2**DETAILED INFORMATION – PARTICIPANT SPECIFIC****5. PARTICIPATION TEAM INFORMATION**

Teams can check-in at the welcome tent in the main lobby on Wednesday from 8:30-11:00am and from 2:30-7:00pm. Accreditation for facility access and coaches packages will be given to the head coach of each team.

Participating Team Information Form – All participating teams are asked to submit the attached form (Appendix A) by Monday, February 9 to: Janine Prince jlprince@uvic.ca

6. MEETINGS

TECHNICAL MEETING

Date: Wednesday, February 18
Time: 12:00pm
Location: Pacific Dogwood Room, Saanich Commonwealth Place
Lunch will be provided

COACHES ASSOCIATION MEETING

Date: Wednesday, February 18
Time: Starts immediately following the technical meeting (approx. 12:45pm)
Location: Pacific Dogwood Room, Saanich Commonwealth Place

7. MEDIA PRESS CONFERENCE & ACCREDITATION

7.1 MEDIA PRESS CONFERENCE:

There will be no scheduled media conference prior to the championships. Ali Lee will be in contact with participating teams for specific media requests. Media kits will be available at the event for all media.

7.2 MEDIA ACCREDITATION:

Institutions with school or local media attending the championship are asked to submit information including name, type of media, contact name and phone number.

Send information to: Ali Lee
Communications Officer
E-mail: vicvikes@uvic.ca

8. RECOMMENDED HOTEL

HOTEL INFORMATION

The **Harbour Towers Hotel & Suites** is the recommended host hotel for the CIS Swimming Championship. The **Best Western Carlton Plaza Hotel** is an alternate. When booking, please indicate: CIS Swimming Championship Booking.

Harbour Towers Hotel & Suites
345 Quebec Street
Victoria, BC V8V 1W4

Contact: Dan Carling dcarling@silverbirtchhotels.com

Phone: 1-800-663-5896

Room rates:

Room Types	Residential View	Ocean View
Standard Guest Room	\$95.	---
Superior Guest Room	----	\$115
King Bachelor Suite	\$115.	---
One Bedroom Suite	\$135.	\$155.
Two Bedroom Suite	\$175.	---
Penthouse Suite	---	\$275

Includes daily hotel buffet breakfast.
Discounted parking rate of \$5 per night.

Best Western Carlton Plaza Hotel
642 Johnson Street
Victoria, BC V8W 1M6

Contact: Cheryl Mason – Tour & Travel Coordinator

Phone: (250) 413-2193 or toll free 1-800-663-7241

Fax: (250) 388-5343

Email: cheryl@bestwesterncarlton.com

Room rates: \$89.00/night

9. REGISTRATION & TEAM ACCREDITATION

Registration

Entry deadline is 3:00PM EST / 12:00 PM PST on Monday, February 16.

Each competitor may pre-enter a maximum of six individual events.

Each competitor may only compete in a maximum of four (4) individual events.

Changes to entries are permitted up to the start of the CIS championships technical meeting at a cost of \$50 per change.

Entries are to be submitted to <https://www.swimming.ca/MeetList.aspx>

Proof of time reports will need to be submitted for any times not shown on ranking, including relays.

The current year of eligibility of each swimmer must be included with the Hy-Tek/Splash files and subsequently included on the entry sheets, preliminary heats sheets, and final sheets.

NOTE: do NOT use the swimmer's age, it MUST be the year of eligibility.

The meet event set up file is located at <https://www.swimming.ca/MeetList.aspx?psoid=3>

Accreditation

Each team will receive a maximum number of accreditation passes based on team complement: 1-15 qualified swimmers = 3 staff accreditations; 16-30 = 4 accreditation; over 30 = 6 staff accreditations. Any additional accreditation passes must be requested in advance of the championships. Please forward your request to Janine Prince, jprince@uvic.ca Additional passes will cost \$20/each.

Requests for accreditation for school presidents and athletic directors are separate and not included in the team number. This should also be sent to Janine Prince, jlprince@uvic.ca

Accreditation passes will be available at the check-in tent in the main lobby of Saanich Commonwealth Place on Tuesday and Wednesday during practice times.

10. SPONSORSHIP

The following is a list of confirmed CIS sponsors for the championship:

Speedo

Centaur

Fox 40

Jostens

We encourage our hosts and participating championship teams to help grow these important partnerships.

11. TECHNICAL INFORMATION

11.1 **FACILITIES:**

Saanich Commonwealth Place
4636 Elk Lake Drive
(250) 475.7600
8 lane x 25 metre competition pool
25 metre warm up pool is available

11.2 **SCORING:** **Omega Electronic Timing System**

11.3 **RESULTS:** Hy-Tek Real Time Results

11.4 **THERAPY / MEDICAL SERVICES:**

Contact: Traci Vander Byl vikesat@uvic.ca

On-site coverage

SCP lifesaving staff will be available on-deck for first responder and/or emergency care during the meet. Emergency & first aid supplies will be on-site - access by contacting the staff on-deck.

A certified athletic therapist will be on-call for consult during the meet. Athletes / teams requiring the services of a designated therapist are requested to contact Traci Vander Byl in advance of the meet (there will be a charge for this service). No physician on-deck. Further detailed medical information to follow in the new year.

11.5 **HOSPITALITY ROOMS (VIP, OFFICIALS, COACHES)**

Date: Thursday, February 19 – Saturday, February 21

Location: Aquatics Classroom

Schedule: During competition sessions

Refreshments will be provided each day during competition sessions.

11.6 **DINING/FOOD INFORMATION:**

Sit Down Restaurants

Romeo's

777 Royal Oak Drive (250) 744.1177

- 11am – 10pm

Med Grill

Royal Oak 4512 West Saanich Rd. (250) 727.3444

- Gluten free option
- Tuscan Table Rate: \$20 for four course meal Sunday/Monday /Tuesday; \$23 Wed/Thurs/Fri/Sat/Sun

The Village Restaurant

5 – 4517 West Saanich Rd. (778) 265.8898

- Mon-Sun 8am-3pm

Fireside Grill

4509 West Saanich Road (250) 479.1222

- \$15 for a 3 course meal

White Spot

2395 Mt. Newton Cross Rd. (250) 652.9500

- Student 15% discount pre order (large group can offer something to coaches as well)

Sharky's Fish and Chips

4517 West Saanich Rd, #4 (250) 727.3110

Little Thai Place 4480 West Saanich Road (250) 477.3377

Fonbo Restaurant (Chinese)

4458 West Saanich Road; Jenny (250) 881.2809

- Lunch Special \$7.25 combo (four choices) 11-2:30pm
- Dinner Special – 4:30-9:30pm (set menu; or go with specials)
- Closed Sunday

Grab and Go

Tim Hortons 4440 West Saanich Road

Starbucks 777 Royal Oak Drive

Giovanni's 5-4517 West Saanich Rd.

Café Mexigo 777 Royal Oak Dr. (250)
881.7674

Grocery Stores

Mattick's Farm 5325 Cordova Bay Rd. (250)
658.4700

Thrifty Foods 777 Royal Oak Drive (250)
727.7633

12. TICKET INFORMATION:

SINGLE DAY TICKETS

Adult - \$10

Student/Youth - \$5

Children (6 and under) – FREE

3 DAY PASS

Adult - \$25

Student/Youth - \$12

Children (6 and under) - FREE

Finals tickets will include a finals sheet.

Entry to prelims is free - heat sheets will be available for \$2.

13. SPORT INFORMATION REQUIREMENTS

Please note a separate sports information bulletin will be circulated to all Sports Information Officer.



**2015 CIS Swimming Championships
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Participating Team Information Form

TEAM INFORMATION

Team: _____
Head Coach: _____
Name of person filling out this form: _____
Contact Info: Phone: _____ Email: _____

TRAVEL INFORMATION

Date of Arrival: _____ Time: _____

Hotel (check which one):

- Best Western Carlton Plaza
- Harbour Towers Hotel & Suites
- Other _____

of rooms: _____

of vehicles: _____

ACCREDITATION

_____ Competing Athletes ONLY (max. 18 per gender, based on entries)

_____ Staff (coaches and therapists)

* Due to limited space on deck, athletes not participating will be required to purchase tickets and sit in the pool gallery.

** Please note \$20 fee will be charged for additional accreditation.

_____ Department Staff (Athletic Director or President).

OTHER INFORMATION

of Graduating Athletes: _____

Please return via email to jlprince@uvic.ca
BY FEBRUARY 9, 2014 (4:00 PM PST)



SWIMMING CANADA COMPETITION WARM-UP SAFETY PROCEDURES

Meet Management for all sanctioned Canadian swimming competition must ensure the following safety procedures are applied. It is incumbent on coaches, swimmers, and officials to comply with these procedures during all scheduled warm-up periods. Coaches are requested to encourage swimmers to cooperate with Safety Marshals.

GENERAL WARM-UP:

- Swimmers must enter the water **FEET FIRST** in a cautious manner, entering from a start or turn end only and from a standing or sitting position.
- Running on the pool deck and running entries into the pool tank are prohibited.
- Meet Management may designate the use of sprint or pace lanes during the scheduled warm-up time. Any such lane usage must be communicated either in pre-competition handout, announcement or deck signage.
- Diving starts shall be permitted only in designated sprint lanes.
- Only one-way swimming from the start end of sprint lanes is permitted.
- Notices or barriers must be placed on starting blocks to indicate no diving during warm-up.

EQUIPMENT:

- Kick Boards, Pull-Buoys, Ankle Bands, and Snorkels are permitted for use in the scheduled warm-up time.
- Meet Management may permit use of tubing or cord assisted sprinting in designated lanes and during specific times of the warm-up only. Coaches are responsible for equipment reliability and use.
- Hand paddles, drag chutes, and flippers / fins are not permitted during any warm-up at any time.

VIOLATIONS:

- Swimmers witnessed by a Safety Marshal diving or entering the water in a dangerous fashion will be scratched without warning from their first event following the warm-up period in which the violation occurred.
- In the case of a second offense during the same competition the swimmer will be removed from the competition in its entirety. A provincial disciplinary action or report may be filed.

SAFETY MARSHALS:

The Safety Marshal is a trained position designated by Meet Management. Safety Marshals shall:

- Be visible by safety vest
- Be situated at each end of the competition tank and when applicable, similarly situated in designated warm-up tanks when pre-competition warm-ups are scheduled.
- Actively monitor all scheduled warm-up periods.
- Ensure participants comply with warm-up safety procedures and report violations to the Referee.

PARA-SWIMMER NOTIFICATION: Coaches are requested to notify Safety Marshals of any Para-

swimmers participating in warm-ups where necessary and at the coach's discretion.

The following statement must appear in all Swimming Canada sanctioned meet information and posted notices:

“SWIMMING CANADA WARM-UP COMPETITION SAFETY PROCEDURES WILL BE IN EFFECT AT THIS MEET.”