

## Brief Meet Information

<b>DATE(s):</b>	January 10 and 11, 2026
<b>HOSTED BY:</b>	Region of Waterloo (ROW) Swim Club
<b>LOCATION:</b>	Wilfrid Laurier University Athletic Complex 75 University Avenue West Waterloo, ON N2L 3C5 (Corner of King St. and University West Ave.)
<b>FACILITY:</b>	<ul style="list-style-type: none"> <li>• 6 lanes, 50 m long course (LCM) and 25m short course (SCM) configurations.</li> <li>• Omega OSB11 starting blocks.</li> <li>• Omega Ares 21 Timing system with 6 lanes scoreboard.</li> <li>• Swiss timing backstroke ledges.</li> <li>• Please review parking information at <a href="https://www.rowswimming.ca/page/events/parking">https://www.rowswimming.ca/page/events/parking</a>.</li> </ul>
<b>PURPOSE &amp; DESCRIPTION:</b>	This is an age groups invitational meet which offers: <ul style="list-style-type: none"> <li>• 2 LCM sessions on Saturday January 10.</li> <li>• 2 SCM sessions on Sunday January 11.</li> </ul>
<b>MEET PACKAGE:</b>	The only meet package which will be considered as valid must be the most current version found on <a href="http://www.swimming.ca">www.swimming.ca</a> and the Swimming Canada Registration and Event Management System (REMS).
<b>LAST UPDATE:</b>	

## Competition Organizing Committee

ROLE	NAME	EMAIL	LEVEL
<b>COMPETITION COORDINATOR(S):</b>	Tam Nguyen Kaoru Yajima	officials@rowswimming.ca	5 4
<b>MEET MANAGER(S):</b>	Christopher Deir	meetmanager@rowswimming.ca	
<b>OFFICIALS COORDINATOR:</b>	Hildeberto Mendonca	officials@rowswimming.ca	

## Safety at Competitions

Swimming Canada and Swim Ontario believes that athletes, coaches, officials, support staff and volunteers have the right to participate in a safe and inclusive sport environment that is free of abuse, harassment and discrimination.

Only Swimming Canada registered active participants (swimmers, officials, certified coaches and support staff for the meet), facility personnel and authorized Swim Ontario personnel are allowed on deck during the competition.

All participants in this event are reminded that they are bound by Swimming Canada and Swim Ontario Policies and Procedures, including but not limited, to Swimming Canada's General Code of Conduct, their Equity, Diversity and Inclusion Policy, their Harassment Policy and the [Swim Ontario Code of Conduct procedure](#) For more information regarding the [Swim Ontario Policies and Procedures](#) or Safe Sport please visit the Swim Ontario website <https://www.swimontario.com/sport-safety> or [www.swimming.ca/safesport](http://www.swimming.ca/safesport)

**Every club and its participants are responsible for ensuring all facility rules and requirements are followed.**

The [Swim Ontario Concussion Management](#) & [Swim Ontario Photography, Videography, and Cellphone Procedure](#) will be in effect. For complete details click [HERE](#).

## Videography & Photography Permissions

Provided the facility permits, registered club coaches on the compliance list, approved sport science contractors, and support staff may record for coaching purposes without additional authorization.

All other individuals — including club photographers, contracted photographers/videographers, and media — must apply for and receive authorization to access the competition deck before recording in any medium. All recordings must comply with Swim Ontario policies, including the [Photography, Videography, and Cellphone Procedure](#) and the [Screening Requirements Procedures](#). Contact Meet Management for the application process. All Official Photographers and Videographers, as approved by Swim Ontario, will be declared within this Meet Package.

<b>ADDITIONAL INFORMATION</b>	<p>Meet management will not accept requests to access the competition deck to record.</p> <p>The following are approved by Swim Ontario Official photographers/Videographers for this event: <b>TBD</b></p>
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## Competition Rules

**Sanctioned as an Age Group Swimming Invitational by Swim Ontario.**

All current [Swimming Canada rules](#) will be followed.

All registered para swimmers are subject to the rules defined by their current sport class and codes of exception. The stroke and turn rules apply as per Appendix B of the Swimming Canada rulebook. The Sport Class and Exception Codes should be displayed on heat sheets and must be made available to the Session Referee.

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

Combined (mixed) gender swimming is permitted for age group swimming competitions. Canadian Age Group records cannot be set when heats involve individual mixed genders.

The Starter shall report a swimmer to the Referee for misconduct taking place at the start of a race as per Swimming Canada Part II 2.3.2. The “misconduct” shall include, but is not limited to (C.2.3.2.1):

- Deliberate or negligent acts such as spitting, spouting of water, or blowing the nose in the pool or on the pool deck immediately prior to the start may be considered misconduct.
- Deliberate kicking or striking of the starting platform, including the back plate prior to the start.
- Unsafe or uncontrolled entry into the pool immediately prior to the start of a race. All swimmers must enter the pool with a controlled, feet-first entry.

The Referee may disqualify a swimmer for such misconduct.

Please note that [Swimming Canada Competition Warm-Up Safety Procedures](#) and [Swim Ontario warm-up safety rules](#) will be in effect. Details [HERE](#)

It is incumbent on coaches, swimmers, and officials to work together to comply with these procedures during all scheduled warm-up periods. Coaches are requested to encourage swimmers to cooperate with Safety Marshals.

- Warm up rules:
  - No loitering at the end of lane
  - Swimmers must be aware of their surroundings and move over to the lane rope when stopped at the end wall to allow other swimmers to turn
  - Swimmers using sprint and pace lanes must be directly supervised by their coaches
  - Deliberate kicking or striking of the starting platform, including the back plate during the sprint periods is not permitted.

Swimmers must enter the pool FEET FIRST in a cautious and controlled manner, entering from a start or turn end only and from a standing or sitting position.

Swimmers witnessed by a Safety Marshal diving or entering the water in a dangerous fashion may be removed, by the Referee, without warning from their next individual event following the warm-up period in which the violation occurred. The swimmer's name and club shall be registered with the Meet Manager.

<b>AGE UP DATE:</b>	The competitor's age is as the first day of the competition January 10, 2026.
<b>DIVE STARTS:</b>	<p><b>As per Swimming Canada Part II C4.1.2 and C4.1.3 swimmers are permitted to start in-water or from a standing position on the deck or bulkhead when Starting Platforms (blocks) are available. As per the Facility Rules for Dive Starts, this competition Starts will be conducted as follows:</b></p> <ul style="list-style-type: none"> <li>A. from Starting Platforms (blocks) as per World Aquatics II.4.1 and II.16.1.4 from deep end only.</li> </ul> <p>and/or</p> <ul style="list-style-type: none"> <li>B. from the Deck or Bulkhead as per Canadian Facility Rule II.C4.1.1 and II.C16.1.4.1 from deep end only.</li> </ul> <p>and/or</p> <ul style="list-style-type: none"> <li>C. In-water starts will be conducted as per Canadian Facility Rule II.C4.1.1 and II.C16.1.4.1 from deep end only.</li> </ul>
<b>BACKSTROKE LEDGES:</b>	<ul style="list-style-type: none"> <li>• Ledges will be used and available for all ages and sessions</li> </ul>
<b>d/DEAF AND HARD OF HEARING ACCOMMODATION:</b>	<p><b>This competition can provide the following accommodations for swimmers who are d/Deaf and Hard of hearing:</b></p> <ul style="list-style-type: none"> <li>• non-verbal instruction provided by a support person from the swimmer's own club, who is registered in the REMS as support staff.</li> <li>• Visual Start hand signals given by the starter/referee.</li> <li>• <b>Visual Start Strobe Light options</b> <ul style="list-style-type: none"> <li>○ <b>Facility-Provided Strobe Light:</b> An external strobe light is available at this facility</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ <b>Personal Strobe Light:</b> a personal strobe light from the swimmer's own club may be used with advance notice to Meet Management to determine compatibility with the starter unit.</li> </ul> <p><b>Clubs are to contact Meet Management by the <u>Entry Deadline</u> of the need for accommodations. Support Staff must be included in the submission of entries process.</b></p> <p>Support Staff must have active REMS registration and be included in the club's event entry. Those not listed in the entry submission will be denied deck access.</p>
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## Eligibility

All athletes must be registered as Competitive or Varsity swimmers with Swimming Canada and possess a valid Swimming Canada registration number. Athletes may only compete under the age group club or varsity team they are registered with. Registered Para Swimmers are welcome and their current Sport Class must be included in the entries. Entries submitted without a valid registration number and active status in the Swimming Canada Registration and Event Management System (REMS) at the time of the competition will be denied entry. It is the responsibility of the swimmer's club to provide proof of active registration status in REMS.

This competition is sanctioned as an Age Group Swimming Invitational, however, foreign swimmers/teams entries will not be accepted.

<b>ADDITIONAL ELIGIBILITY INFORMATION:</b>	A. Preference will be given to the host club first.
<b>COACH &amp; SUPPORT STAFF REGISTRATION:</b>	<p>Meet management will cross reference the <b>list of coaches submitted with entries</b> at this competition with the <u>Swim Ontario Compliance lists</u>. If a coach is not on this list, meet management is obligated to enforce the Swimming Canada policy and not permit that coach to attend the meet. Meet management will forward Swim Ontario a list of coaches who they have found to be in non-compliance.</p> <p><b>Swimmers must have a coach or designated coach (coach representative) in attendance during the meet including warm-up sessions.</b></p> <p>Clubs needing Support Staff for Para or d/Deaf/Hard of Hearing swimmers must register them in the Swimming Canada Registration and Event Management System (REMS) to access the deck at competitions. Support Staff must have active REMS registration and be included in the club's event entry. Those not listed in the entry submission will be denied deck access.</p>
<b>FOREIGN TEAMS / COMPETITORS:</b>	<p><b>Swimmers registered as active with a Swimming Canada ID are considered domestic.</b></p> <p>Foreign Teams' / competitors' entries will not be accepted for this meet.</p>

## Entry Process

<b>ENTRY SUBMISSIONS:</b>	Entries must be submitted through the Swimming Canada Registration and Events System (REMS) and must include all attending coaches and support staff.
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	<p>Meet management will:</p> <ul style="list-style-type: none"> <li>not accept entries via email,</li> <li>notify clubs within 48 hours of the online entry deadline regarding any rejected entries or required changes to entries,</li> <li>notify clubs of any meet format changes or designated warm-up times at least 5 days (for TIER II sanctions) and 10 days (for TIER III &amp; IV sanctions) prior to the start of the competition.</li> </ul> <p><b>Failure to inform meet management of a no-show/scratch prior to the deadline for changes to entries will result in loss of entry fees.</b></p> <p>Meet Management reserves the right to further limit individual swims per session and to limit heats if necessary to keep session times to within 4.5 hours.</p>
<b>ENTRY DEADLINE:</b>	<p><b>The online entry deadline is December 23, 2025</b></p> <p>A. Changes to entries will be accepted until January 5, 2026</p>
<b>ENTRY FEE:</b>	<p><b>The following fees will apply for this competition:</b></p> <p>A. Individual Events: \$18</p> <p>B. Swimmer Fee: \$5</p> <p><b>Payment Method:</b></p> <ul style="list-style-type: none"> <li>Interac eTransfer to <a href="mailto:office@rowswimming.ca">office@rowswimming.ca</a> prior to the first day of the meet or</li> <li>Cheque payable to Region of Waterloo Swim Club</li> </ul>
<b>ENTRY LIMITS:</b>	<ul style="list-style-type: none"> <li>The maximum number of participants per session is 322</li> <li>The maximum number of entries per swimmer per session is 3.</li> </ul>
<b>RELAY ENTRIES:</b>	No relays will be offered at this competition.
<b>ENTRY TIMES &amp; CONVERSION:</b>	<p>A. Entries can be submitted with No Time (NT).</p> <p>a. Estimate entry time instead of No Time (NT) if possible.</p> <p>B. Entry Times can be converted (i.e. SCM to LCM).</p>

## Schedule of Sessions

Session #	Date	Warm-up period	Start of session	Approx. Finish of session	Time Final/Heats /Finals
1 LCM	Jan. 10, 2026	7 to 7:55 am	8:00 am	12:00 pm	Timed Final
2 LCM	Jan. 10, 2026	1 to 1:55 pm	2:00 pm	5:30 pm	Timed Final
3 SCM	Jan. 11, 2026	7 to 7:55 am	8:00 am	12:00 pm	Timed Final
4 SCM	Jan. 11, 2026	1 to 1:55 pm	2:00 pm	5:30 pm	Timed Final

## Meet Format & Administration

<b>SEEDING:</b>	Seeding for Timed Final events will be in order of entry times, slowest to fastest. Swimmers entered with NT (no time) will be seeded last.
<b>DECK ENTRIES:</b>	<p>All accepted Deck Entries are Exhibition Only and are not eligible for scoring or awards. No new heats will be created for deck entries (only empty lanes, if available).</p> <p>a. Fee: \$15.00 per entry</p>
<b>SCRATCHES &amp; POSITIVE CHECK IN RULES:</b>	<b>The following are the Scratch deadlines for this competition.</b>

	<ul style="list-style-type: none"> <li>Scratches are to be submitted to the Admin Desk/Meet Management Office 15 minutes prior to the start of each session.</li> </ul> <p><b>The following are the Positive Check-in deadlines for this competition.</b> All swimmers are required to check in at the Admin Desk prior to each swim</p>
<b>PENALTIES:</b>	<ul style="list-style-type: none"> <li>No penalty shall be imposed for late or day of scratches and No-Shows.</li> </ul>
<b>OFFICIAL SPLIT TIMES:</b>	<p>Meet management requires that any coach wishing to rely on a time achieved by the swimmer for an interval shorter than the total distance of the event shall so advise the <u>Admin Desk</u> at least 30 minutes prior to the commencement of the session in which the event will take place. Requests for official splits in gendered and mixed relays are not required, however in mixed relays the official time will not be recognized as a Canadian Age Group record.</p> <p>A. Official Split Forms are available at the Admin Desk/Meet Management Office. Not all Official Split requests can be accommodated.</p>
<b>DISQUALIFICATION &amp; PROTEST PROCEDURE:</b>	<ul style="list-style-type: none"> <li>Disqualification will be reported within fifteen (15) minutes after the swimmer's race. The disqualification shall stand providing all reasonable efforts have been made to report the disqualification including public address systems.</li> <li>A club representative should discuss the disqualification with the Session Referee and can request to view the disqualification slip.</li> <li>If not resolved after this discussion, a written protest may be presented to the Session Referee from the club representative. <ul style="list-style-type: none"> <li>A written protest must be presented within 30 minutes after the conclusion of the <u>event</u> in question.</li> <li>Protest forms are available at the Admin Desk.</li> </ul> </li> <li>If not resolved after the decision of the written protest from the Session Referee the matter may be assigned to a Jury of Appeal.</li> <li>The decision to go to Jury must be taken within an hour from the moment the decision of the written protest is communicated to the club representative.</li> </ul>
<b>RECORDS:</b>	<p>Swim times achieved at this competition will be eligible for Provincial and National Records. Coaches are advised to inform Meet Management prior to the start of the session where mixed gender individual events are taking place that there is a possibility of a Canadian Age Group record being broken. The referee can ensure that the swimmer competes with competitors of the same gender for his/her heat. Swim Ontario has a certified pool length survey for the aforementioned swimming pool.</p>
<b>MEET RESULTS:</b>	<p>Official Results will be posted within 48 hours of completion of the meet to <a href="http://www.swimming.ca">www.swimming.ca</a> Unofficial results will be available via Meet Mobile.</p>
<b>SCORING:</b>	<p>A. No Scoring.</p>
<b>SCORING:</b>	<p>No Scoring.</p>
<b>AWARDS:</b>	<p><b>The following will be awarded:</b></p> <ul style="list-style-type: none"> <li>Age groups are 10&amp;U, 11&amp;12, 13&amp;14, and 15&amp;O.</li> </ul> <p>Medals for 1<sup>st</sup> to 3<sup>rd</sup>, ribbons for 4<sup>th</sup> to 6<sup>th</sup>.</p>
<b>AWARDS:</b> <b>ADDITIONAL INFORMATION:</b>	<p><b>The following will be awarded:</b></p> <ul style="list-style-type: none"> <li>Age groups are 10&amp;U, 11&amp;12, 13&amp;14, and 15&amp;O.</li> <li>Medals for 1<sup>st</sup> to 3<sup>rd</sup>, ribbons for 4<sup>th</sup> to 6<sup>th</sup>.</li> </ul>

- Backstroke ledge is available for use. Swimmer shall be responsible for adjusting the ledge's in-water position. Swimmers are expected to follow II.6.1 swimming rule. No warning will be given by the Officials.

## Schedule of Events

Session 1 LCM		
Saturday, Jan. 10, 2026		
Warm-up: 7:00 am – Start: 8:00 am		
<u>Women</u>	<u>Description</u>	<u>Men</u>
1	200 IM	2
3	200 Fly	4
5	100 Breast	6
7	50 Back	8
9	50 Fly	10
11	100 Free	12
13	200 Back	14
15	400 Free	16

Session 2 LCM		
Saturday, Jan. 10, 2026		
Warm-up: 1:00 pm – Start: 2:00 pm		
<u>Women</u>	<u>Description</u>	<u>Men</u>
17	200 Free	18
19	100 Fly	20
21	50 Breast	22
23	50 Free	24
25	100 Back	26
27	200 Breast	28
29	400 IM	30

Session 3 SCM		
Sunday, Jan. 11, 2026		
Warm-up: 7:00 am – Start: 8:00 am		
<u>Women</u>	<u>Description</u>	<u>Men</u>
31	200 IM	32
33	50 Back	34
35	100 Free	36
37	200 Back	38
39	50 Fly	40
41	100 Breast	42
43	200 Fly	44
45	400 Free	46



Session 4 SCM		
Sunday, Jan. 11, 2026		
Warm-up: 1:00 pm – Start: 2:00 pm		
<u>Women</u>	<u>Description</u>	<u>Men</u>
47	100 IM	48
49	50 Free	50
51	100 Fly	52
53	200 Free	54
55	50 Breast	56
57	100 Back	58
59	200 Breast	60
61	400 IM	62