

COMPETITION INFO PACKAGE Version 1 (12/16/22)





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O1 GENERAL INFORMATION

Event Dates	Thursday, January 12, 2023 - Sunday, January 15, 2023	
Entry Deadline	Wednesday, December 21, 2022	
Venue	Nepean Sportsplex 1701 Woodroffe Avenue Nepean, ON K2G 1W2	
Host Club	GO Capital Artistic Swimming	
Meet Manager	Chris Duc	
OAS Contact	Lauren Lindner	
Rules	This competition will be held under Ontario Artistic Swimming Rules.	

Byes	Byes will only be granted to individual swimmers on a medical or compassionate basis. To request a bye, <u>click</u> <u>here.</u>	
Scratches	Scratches may be submitted digitally until the start of the competition. To submit a scratch, <u>click here</u> .	
	Once the competition has begun, scratches must be made on deck at the scoring table.	
Awards	Only figure events will be awarded at this meet. Awards for 10U, 11-12, Youth (13-15) and Adapted Figures will be single ribbons for the six highest scores.	
	10U and 11-12 athletes will compete two (2) figures at this event. These figures will be comprised of one (1) compulsory figure, and one (1) optional group figure drawn at random.	
	Adapted athletes will compete two (2) figures at this event, comprised of one group drawn at random. One group will be selected for all Adapted levels.	
Figure Draws	Youth (13-15) athletes will compete two (2) figures at this event, following new <u>FINA 2022-2025 Rulebook</u> procedure (found on page 5). The figure section (A, B or C) shall be drawn first, then the order of appearance shall be drawn. The athlete draw list will be divided into two equal groups - 1 and 2. One of the two figure groups of the drawn section will be assigned by lot to each athlete group (1 and 2).	
	The event will run as two panels on the pool deck. Figure draws will be done on Monday, December 12, 2022.	
Coaching Card Submission	As a training exercise for coaches, coaching cards must be submitted for each routine entered. Coaching cards will not be used formally in the event, but will be reviewed and returned to each coach with feedback.	
	Following registration, an OAS-owned Dropbox folder will be shared with each club to submit coaching cards. The deadline to submit coaching cards is December 29, 2022.	



To accommodate the interim period between new FINA elements and the implementation of the new scoring system, coaches must submit a Tech Routine Element Guide Form detailing the order of elements in each tech		
Element Guide routine to provide our judges with. Submission The deadline to submit technical routine guide forms is December 29, 2022. To submit a form, click here.	Tech Routine Element Guide Submission	elements and the implementation of the new scoring system, coaches must submit a Tech Routine Element Guide Form detailing the order of elements in each tech routine to provide our judges with. The deadline to submit technical routine guide forms is

02 REGISTRATION, FEES & PAYMENTS

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Entry Deadline	Wednesday, December 21, 2022	
Entry Submission Information	Each club must submit their Excel registration booklet which includes a routine and figure entry list, invoice cost calculation and ISS-compatible athlete registration spreadsheet.	
	Registrars will recieve full instructions for completing their registration booklet by email.	
	Figures\$37.00 per athlete	
	Solo\$45.00 per routine	
Entry Fees	Duet \$70.00 per routine	
	Team\$120.00 per routine	
	Combo / Acrobatic Routine\$140.00 per routine	
Athlete Fee	The athlete fee is \$25.00 per athlete. This amount will be added to each club's invoice.	
	Entry payments must be received by Ontario Artistic Swimming no later than 10 days following the registration deadline.	
	Payments can be received through two methods:	
Payment Options	 Electronic Fund Transfers can be sent to oaspayments@ontarioartisticswimming.ca 	
	2. Authorized Club Credit Cards or Personal Credit Cards To coordinate, please call Sue Marnica-Wall at 416-679-9522 (ext. 221)	



	Club entry packages which are not received or incomplete upon the stated deadline is automatically subject to a late fine of \$25.00 per routine. This fine must be paid to the OAS office (for Ontario competitions) or to the Chief Referee/designate at the coaches meeting prior to the competition. Routines whose fines are not paid will be disqualified from the event.
Late Entries	For Ontario sanctioned competitions, late entries or corrections to incomplete entries will be accepted beyond two weeks prior to the event start date, but will be subject to the following fines:
	2 weeks (14 days) prior to first event of the competition:
	\$50.00 per correction (to a maximum of \$500.00 per Club) Fines apply per figure event and/or per routine per event.
	Within 24 hours of the first event of the competition:
	\$100.00 per correction (to a maximum of \$500.00 per Club) Fines apply per figure event and/or per routine per event.

03 MUSIC SUBMISSION

Music Submission DeadlineRoutine music files must be received one week prior start of the competition, by Thursday, January 6, 20	
File Format	Digital music will be used at this competition. There must be one digital file for each registered routine in an mp3 format, with a minimum required resolution of 192kbps. Coaches are asked to review each digital file for quality, timing and completeness. Please ensure that volume is consistent throughout all cuts of music.
Dropbox Access	To avoid issues of Dropbox storage space, OAS will request music files from each coach be submitted into an OAS-owned Dropbox folder. Head coaches will receive access to the submission folder via email following registration.



Labelling Conventions	 Music files must be labelled with the following information, separated by underscores with NO blank spaces (underscores are acceptable). 1. Category 2. Event Name 3. Club Call Letters 4. Athlete Last Name For duets, use both last names. For teams, please use the first swimmer's last name, by alphabetical order For example: Junior_SoloTech_WRASC_Smith.mp3 10U_Duet_LRASC_Jones-Chen.mp3 Youth_Team_IGNT_Bryant.mp3
Metadata & ID3 Tags	 Metadata (also known as ID3 tags for MP3 files) is information (such as title, artist, album, genre etc.) that is stored inside the song file. This is often different from the name of the file itself. In order to avoid confusion at the competition music table, we ask coaches to ensure that the title of the song file, and the ID3 tag title of the song file are the same. For instructions on changing ID3 tags, <u>click here</u> for Windows and <u>click here</u> for iTunes.

04 Commuciation & Media

		Entry and registration correspondence as required will be done through email using registrar contact information.	
	Email Policy	Results will be emailed to head coaches following events.	
		Meet packages and relevant information will be distributed by email through the OAS Communications account.	
	communications	Competition information, schedules and results will also be made available on the <u>OAS website</u> and on the Sportity app.	



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Sportity	The Sportity App is used to store meet information packages, schedules, publish results and other pertinent information throughout the competition. The password for this event is: LisaA2023 The Sportity app can be downloaded from the <u>App Store</u> or from <u>Google Play</u> .
Event Photography	Gerson Photography will be working with OAS for the 2022-2023 season as our OAS official photographers. Photos will be available for viewing and purchase on the Gerson Photography <u>website</u> following the event. During events, flash photography is prohibited.
StreamingCompetition events will be streamed live on the OAS Facebook page.Please note that, occasionally, streams may be blocked by copyright detectors. Streaming will return as soon possible in these instances.	



Accommodation Requests	Accommodation requests may be submitted for Athletes, Coaches, Officials or Volunteers in need of additional support at any OAS sanctioned competition. To submit a request, <u>click here.</u>
Accessibility Coordinator	As per new OAS meet manager guidelines, host clubs are asked to identify an accessibility coordinator to assist as needed. The accessibility coordinator will be identified by each host club prior to the competition.

PREFERRED HOTELS

DID YOU KNOW THAT BOOKING INTO THE COMPETITION RECOMMENDED HOTELS ACTUALLY MAKES A HUGE DIFFERENCE?

- It provides a competitive rate to participating teams
- It supports overall competition costs

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- It helps negotiate more services with hotels who are able to service youth sports teams
- Being able to prove the high economic impact that our competitions have on a host city and tourism boards offers more grant opportunities and increases host city interest in future years!

Using the recommended hotels is a gesture of solidarity towards the organizers of the competition and, at the same time, it goes a long way towards helping the sustainability of our provincial competition system. **We are counting on you!**

Hotel	Residence Inn by Marriott - Ottawa Airport	Homewood Suites by Hilton - Ottawa Airport	Sandman Signature - Ottawa Airport
Address	1172 Walkley Rd, Ottawa, ON K1V 2P7	3605 Paul Anka Dr, Ottawa, ON K1V 256	250 W Hunt CLub Rd, Ottawa, ON K2E 0B7
Contact Info	(613)523-9600	(613) 422-3678	(613)216-7263
Booking Reference	OAS	OAS	0AS - Quote #2301SWIM
Proposed Rates (Not Including Tax)	Studio King - \$199.00 Two-Queen Suite - \$219.00	Studio King - \$149.00 Two-Queen Suite - \$159.00	Two Queen Beds - \$149.00
Parking	Included	Included	Included
Breakfast	Included	Included	Not Included
Distance to Pool	10.9 km	7.8 km	4.4 km
Online Booking Info	<u>Click Here</u>	 <u>Click Here</u> Enter city & dates Click "special group rate codes" Enter code "OAS" 	
Booking Deadline	December 11, 2022		

HOTEL INFORMATION

*Please note that it is the Club's responsibility to book their own accomodations. Clubs & competitors attending are invited to choose a hotel from the list below.



SAFESPORT POLICIES & PROCEDURES

Everyone in Artistic Swimming Has the Right to Enjoy Our Sport.

Ontario Artistic Swimming (OAS) believes that everyone in the sport has the right to enjoy the sport at whatever level or position they participate. Athletes, coaches, officials, and volunteers have the right to participate in a safe, welcoming, and inclusive training and competition environment that is free of discrimination and all forms of maltreatment including abuse, bullying, harassment, and neglect.

Only OAS registered athletes, certified coaches, officials, OAS employees or individuals under contract with OAS, and authorized volunteers or facility personnel are allowed on deck at competitions.

All participants in OAS sanctioned competitions are reminded that they are bound by Canada Artistic Swimming (CAS) and OAS policies, including but not limited to the CAS Safe and Welcoming Sport Policy Suite that includes the CAS Conduct Policy, Discipline and Complaint Policy and Procedure, and Discrimination, Harassment and Maltreatment Policy. For more information on CAS and OAS Policies or Safe Sport please visit the OAS website.

If you have been a victim of or witness to discrimination or maltreatment, please connect with the support services set out below.

SupportZone

SupportZone has been created to act as a safe and welcoming space where individuals including athletes, parents, coaches, officials, and volunteers can share and ask questions about issues including discrimination and all forms of maltreatment. Callers will be welcomed by a certified leadership coach who will work together with you to determine what additional support you might need including providing information on possible next steps and additional support services and resources.

OAS Safe Sport Officer

OAS has enlisted the services of Brian Ward of W&W Dispute Resolution Services to act as an independent third-party Safe Sport Officer. Complaints related to safe sport should be directed to Brian Ward who will guide you through the complaints process. His team includes female investigators and provides support services in both official languages. To send an email, <u>click here</u>.

Concussion Management

The CAS Concussion Policy and Appendix 2 to the CAS Concussion Policy that sets out additional responsibilities and companion Protocols are in effect at all OAS sanctioned events and activities. The Protocols outline the removal-from-sport and return-to-sport procedures. Clubs and coaches must ensure athletes and their parents, as appropriate, are aware of these procedures.

A copy of the CRT5 must be kept on deck and available to coaches and officials at all OAS sanctioned competitions. The removal removal-from-sport and return-to-sport Protocols will be implemented for all instances of concussion injury.

Any incident resulting in a significant impact to the head, face, neck, or body of any registered participant at any OAS sanctioned event or activity where concussion symptoms are present must be reported to OAS within 72 hours of the incident or injury taking place using the <u>OAS Injury Report Form</u>.

The Rule of Two

The goal of the Rule of Two is to ensure all interactions and communications are open, observable, and justifiable. Its purpose is to protect participants, especially minors, and coaches in potentially vulnerable situations by ensuring more than one adult is present. This means avoiding situations where a coach, official or other non-related adult might be alone with a minor athlete. All interactions between an athlete and an individual who is in a position of trust must be in an environment or space that is both 'open' and 'observable' to others.

Event Photography & Videography

In order to minimize risk, all photographs and video taken at OAS sanctioned competitions, whether taken by a professional photographer or videographer, spectator, team support staff or any other participant, must observe generally accepted standards of decency. Under no circumstances are cameras or other recording devices allowed in locker rooms, bathrooms, or any other dressing area.

Only individuals that have received OAS authorization to record the competition, in any manner or in any medium, shall be granted access to the designated deck area and permission to do so. All individuals granted access to the deck are bound by CAS and OAS policies, including but not limited to the CAS Conduct Policy and CAS Screening Policy.

ONTARIO WINTER GAMES 2023

Meet & Qualification Information





About the Games

The Ontario Winter Games (OWG) is open to all registered competitive athletes who are between 11 and 20 years of age as of December 31 of the year of the games (December 31, 2023).

Qualification is open to both Provincial and National Stream teams as mandated by Ministry guidelines. Artistic Swimming event categories for the 2023 Ontario Winter Games are:

11-12 and Youth (13-15) athletes may qualify to compete in Team, Duet, Solo, Figures, Flexibility and Land Drill events. Age categories are calculated as per OAS rulebook averaging protocol.

Cognitive Adapted and Physical Adapted athletes may qualify to compete in Solo and Figure events.

Qualification procedures have been outlined below for 11-12 and Youth (13-15) teams. Qualification details for Adapted athletes will be distributed separately to this information package.

01 GENERAL INFORMATION

Event Dates	Thursday, February 2, 2023 - Sunday, February 5, 2023	
Entry Deadline	Friday, January 20, 2023	
Venue	Dundonald Hall Fitness Sports & Aquatic Centre 57 Festubert Bld Petawawa, ON K8H 2X3	
Host	Ontario Artistic Swimming	
OAS Contact	Lauren Lindner Ilindner@ontarioartisticswimming.ca	
Events11-12 – Figures, Solo, Duet, Team, Landdrill, Flexibility Youth (13-15) – Figures, Solo, Duet, Team, Landdrill, Flexibility Adapted – Figures, Solo		
Rules	Ontario Winter Games rules will be in accordance with OAS-sanctioned events and will use the CAS rulebook and OAS rulebook addendum. Additional OWG-specific rules are listed below.	
Pre-Swimmers	There will be no pre-swimmers at this event.	



O2 TEAM / ATHLETE PARTICIPATION	Team Events	In either age group, teams are permitted a maximum of 8 swimmers in pattern plus 1 alternate (for a total of 9 athletes attending the games).
	Figure Events	All athletes compete in the figure event as per provincial rules. Figure group (1 category/2 figures) will be announced 2 weeks prior to the start of the games. Adapted athletes compete figures within their category and level as per provincial rules.
	Duet Events	Each team that qualifies for and attends the OWG may enter 2 duets who swim in their proper age group from their team roster. Duets are comprised of 2 swimmers as per provincial duet rules. Duet athletes can swim in one duet event only.
		Duets may be comprised from a combination of two different teams from the same club who have both qualified for the Games. No alternates permitted. No trios permitted.
	Solo Events	Each team that qualifies for and attends OWG may enter 2 solos from their team roster. Teams who qualify are allowed to provide 11-12 or Youth (13-15) solos only, who swim in their proper age group.
	Adapted Events	Up to 12 Adapted athletes (across both Cognitive & Physical) may qualify for OWG and enter the solo event in either the Cognitive or Physical category, as per provincial rules.
	Flexibility Event	Flexibility is a stand-alone event. All athletes will participate, with the exception of Adapted athletes.
	Land Drill Event	The land drill event is a stand-alone event and does not affect any other event at the Games. Land drill events will be: 11-12 Team and Youth (13-15) Team.
		Adapted athletes will also have the opportunity to participate in the land drill event, showing a specially- created group routine as a "team" demonstration including all athletes interested in participating. There will be no fee for adapted athletes to participate in this event and no awards given.



O3 COACH PARTICIPATION	11-12 & Youth (13-15) Teams	Each qualified 11-12 or Youth (13-15) Team is permitted to send up to two coaches. One coach must be designated as the Lead Coach and must be minimum Competition Introduction Certified. The second coach must be an Assistant Coach (attending for development/mentoring purposes) and must be minimum Competition Introduction Trained as per Coach Eligibility Rule ON 3.1.9.1.
	Adapted Athletes	Each qualified Adapted athlete is permitted to send one coach (minimum Competition Introduction Trained as per Coach Eligibility Rule ON 3.1.9.1).

04 Awards

Team, Duet & Solo Events	Awards for 11-12 category and Youth (13-15) category; OWG medals for gold, silver and bronze will be awarded to the three highest championship scores.
Figure Events	Awards for 11-12, Youth (13-15) and Adapted figures; OAS single ribbons will be awarded to the top six in each category. Adapted figures shall be awarded by category and by level
	as per provincial rules.
Adapted Solo Events	Awards for Physical and Cognitive Adapted categories; OWG medals for gold, silver and bronze shall be awarded to the three highest scores in each category (regardless of level).
Flexibility Events	Certificates (Gold, Silver, Bronze standards)
Land Drill Events	Awards for 11-12 category and Youth (13-15) categories; OAS single ribbons will be awarded to thetop 3 in each category



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05 qualifying procedure: teams

Eligibility	Team routines wishing to qualify must compete at the designated 2023 Ontario Winter Games Qualifier. For 2023, the 11-12 & Youth (13-15) Team events at the OWG Qualifier and Lisa Alexander & Routine Feedback Event will be combined into one routine event per age group.
Declaration of Intent	Teams must declare intent to participate in the OWG Qualifier at the time of meet registration. By attending the Qualifying event, teams are committing to attend the games should they qualify. Teams who decline their spot following the OWG Qualifier or fail to attend the Games will be assigned a \$500.00 fine by OAS.
Qualifiying Events	11-12 – Figures, Team Youth (13-15) – Figures, Team Adapted – Figures, Solo
Draws	Draws for qualifying events will be separated by routines entered in the qualifying event and routines not entered. Routines not entered will be drawn randomly in the first section of the draw. Routines entered in the qualifier event will be drawn in the second section of the draw, and grouped by regions in the following order: Central, East, North, West.
	Routines within each region will be drawn randomly.
Results	Results for the Lisa A Routine Meet and OWG Qualifier event will be posted separately.
Awards	There will be no awards at the qualifying meet.

Team Routines	The championship scores obtained at the 2023 Ontario Winter Games Qualifier shall be the mark used to qualify for Ontario Winter Games. The top two teams in each age group from the East, Central and West regions qualify to the Games. The top team in each age group from the North qualify to the games.
Wildcard Protocol	Pending availability of athlete spots or need to increase participant numbers (determined by OAS in accordance with the Ontario Winter Games), a wildcard draw will be used. Additionally, should a region be unable to field a team, spots may be filled by the next highest-ranking team in the region that is drawn in the wildcard selection.

06 QUALIFYING PROCEDURE: ADAPTED ATHLETES

Qualification Event	Athletes will qualify for Ontario Winter Games (OWG) at the Lisa Alexander Tech and Routine Meet/OWG Qualifier.
Eligibility	Adapted athletes between the ages of 11 and 20 are eligible to participate in Ontario Winter Games. In order to align as closely as possible with the ages of their mainstream peers at OWG, the participation of Adapted athletes aged 11-15 will be prioritized by the OWG Selection Criteria. For the 2023 Ontario Winter Games, the Adapted events
	are Figures and Solo. Qualification for OWG will be through the championship score in the Solo event.
	Any Adapted athletes interested in attending Ontario Winter Games MUST register for the OWG Qualifier Event at Lisa Alexander Tech and Routine Meet/OWG Qualifier.
Qualification Procedure: Step 1	Registration in the OWG Qualifier event constitutes a statement of intent by the athlete to participate in Ontario Winter Games if they are selected.
	 If there are only 12 athletes or less interested in attending, all athletes attend. Athletes must still register for and participate in the OWG Qualifier event. If there are more than 12 athletes interested in attending, move to step 2.



	OAS to determine how many athletes registered in the OWG Qualifier are between the ages of 11-15.
Qualification Procedure: Step 2	 If there are exactly 12 athletes between the ages of 11-15 interested in attending, those athletes attend. If there are less than 12 athletes between the ages of 11-15 interested in attending, move to step 3A. If there are more than 12 athletes between the ages of 11-15 interested in attending, move to step 3B.
Qualification Procedure: Step 3A	OAS to send all athletes between the ages of 11-15, plus wild card athletes who are outside the OWG target age range with the highest championship scores from combined results of all levels.
	OAS to combine results of all athletes ages 11-15 (from all levels) to determine the athletes with the highest scores. The 12 athletes with the highest championship scores attend.
Qualification Procedure: Step 3B	Any level 6 athletes interested in attending OWG will need to compete 2 of the level 6 tech routine elements during the qualifying figure meet. The 2 elements will be drawn at the same time as the levels 1-5 figures. Elements eligible to be drawn include: Airborne Split, Flying Fish, Barracuda Spin 360, and Twist Spin.

07 ACCESSIBILITY

Accommodation Requests	Accommodation requests may be submitted for Athletes, Coaches, Officials or Volunteers in need of additional support at any OAS sanctioned competition. To submit a request, <u>click here.</u>
Accessibility Coordinator	In the absence of a host club, accessibility coordination questions can be submitted to the OAWDC by emailing Laura Steacy at <u>Idmsteacy@ontarioartisticswimming.ca.</u>
Athlete Support	Each qualified Adapted athlete is permitted to send one support person with them to the Games.