



## **Summer Swimming Policies**

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## Swim Saskatchewan Inc.

### SUMMER SWIMMING POLICIES

#### Abbreviations and Definitions

<b>Summer Swim Meet</b>	A swim meet hosted by a registered Saskatchewan Summer Club
<b>Member in Good Standing</b>	Any member whose membership is not suspended or revoked or who is not serving a disciplinary penalty by either his/her club or Swim Saskatchewan Inc.
<b>CLASSIFIED</b>	Classified shall mean a Para swimmer that has been classified under the SNC Functional Classification system
<b>CSCTA</b>	Canadian Swimming Coaches and Teachers Association
<b>EXHIBITION</b>	Means that the time posted in a sanctioned competition by the swimmer shall be official, but not eligible to score points or to receive awards
<b>FINA</b>	Federation Internationale de Natation – the body which regulates and controls competitions in the four aquatic sports at the world level.
<b>INACTIVE OR OUT OF WATER</b>	Inactive or Out of Water refers to a swimmer that was registered on or after September 1 but are not currently participating in club activities.
<b>LC</b>	Long Course (50 metres)
<b>MSC</b>	Masters Swimming Canada
<b>PARA</b>	Para shall mean a Swimmer with a Disability that has been classified
<b>SAMS</b>	Saskatchewan Association Masters Swimmers
<b>SC</b>	Short Course (25 metres)
<b>SNC</b>	Swimming/Natation Canada
<b>SO</b>	Special Olympic swimmers
<b>SSCA</b>	Saskatchewan Swim Coaches Association
<b>SSF</b>	Swim Saskatchewan Foundation
<b>SSI</b>	Swim Saskatchewan Inc.

Abbreviations and Definitions continued....

## **Abbreviations and Definitions continued**

<b>Suspended Swimmer</b>	A suspended swimmer means a swimmer who is ineligible to compete in any sanctioned swimming event in Canada as a result of a club or Provincial Section disciplinary action. Suspended swimmers may continue to train, unless this was also part of the disciplinary action.
<b>SWAD</b>	Swimmers with a Disability
<b>UNATTACHED</b>	A swimmer that does not represent a club
<b>UNIVERSITY TEAM OR VARSITY TEAM</b>	University Team or Varsity team means a swimming team registered with the Canadian Interuniversity Sports (CIS) and with SNC. A registered University Team is considered a club in the National registration and results system.

## **Definitions of Types of Summer Meets**

<b>Full Meet</b>	A meet that offers <u>all</u> the same events that will be held at Provincial Finals.
<b>Sprint Meet</b>	A Sprint meet is where all the regular events are halved, e.g. The 100 Free becomes 50 Free, the 50 Free becomes a 25 free, 100 Breast becomes 50 Breast etc. A Sprint Meet does not change the events for the 7 & 8 year old category.
<b>Combination Meet</b>	A meet that offers a mixture of Full & Sprint events and usually has many more events offered than a regular meet.
<b>Developmental meet</b>	a meet that is seeded according to entry times, so an 8 year old may be swimming next to a 15 year old.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b>	SG-1
<b>Name:</b>	Terms of Reference & Membership	<b>Date Approved:</b>	Sept 2003
<b>Authority:</b>	Swim Saskatchewan Inc. Board	<b>Date Revised:</b>	June 2005, Aug '08, Aug '09, July 2010

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-6, G-7 and A-1

*Purpose*

The Summer Swimming Program Committee will be responsible for carrying out routine business and will exercise authority as set out in the Swim Saskatchewan Bylaws and general policies.

*Accountability*

The Summer Swimming Committee will be accountable to the Board of Directors and the members of Swim Saskatchewan Inc. through the Director, Summer Swimming.

*Responsibilities*

1. Responsible for the design, coordination, scheduling and implementation of all Swim Saskatchewan Sanctioned summer meets in Saskatchewan.
2. Responsible for ensuring that all summer swim meets are conducted in accordance with the Swimming Rules of Swimming Natation Canada.
  - a. Responsible for ensuring that all swimmers are registered with SSI as required by the Policies of SSI.
  - b. Together with the Saskatchewan Swim Coaches Association, responsible for ensuring that all coaches are registered with Swimming Canada, the provincial governing body and the Canadian Swim Coaches and Teachers Association.
  - c. Together with the Master & Senior Officials Committee, responsible for ensuring that all Officials have been duly qualified for the position that they perform at a meet.
  - d. Responsible for the Promotion, Guidance and Support of Summer Swimming in Saskatchewan.
3. Responsible for establishing equal representation for all summer swimming zones
  - a. Responsible for monitoring compliance with the Member Code of Conduct. The SSCA will be responsible for monitoring compliance of the coaches with the Code of Ethics of the Canadian Swim Coaches and Teachers Association.
  - b. Responsible for developing and reviewing specific Policies that pertain to Summer swimming, and for ensuring compliance with those Policies.

[Summer Swimming Policy SG-1 Page 2]

*Members*

The management of Summer Swimming will be vested in a Summer Swimming Program Committee consisting of the following positions:

1. Zone Representatives
2. Master and Senior Officials Committee Representative – Non Voting member
3. Summer Records Chair

No one person will hold more than one position.

*Term of Office*

Zone Representatives will be elected every 2 years at the Summer Swimming Annual Meeting. Elections will take place in the even numbered years for the even numbered zones and in the odd numbered years for the odd numbered zones. The term of office shall be from September 1 in the year elected to August 31, 2 years later.

The Records Chair will be appointed by the Board of Directors of Swim Saskatchewan Inc., upon the recommendation of the Summer Swimming Program Committee, and will serve indefinitely.

The Master and Senior Officials Committee Representative will be elected by the members of the Master and Senior Officials Committee, with a two year term and shall be a non voting member of the Summer Swimming Program Committee.

*Meetings*

The Summer Swimming Program Committee will meet at least two times per year.

*Quorum*

A Quorum will consist of a majority of Zone representatives present.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b>	SG-2
<b>Name:</b>	Resignations and Vacancies	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Swimming Program Committee	<b>Date Revised:</b>	

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

The resignation of any member of the Summer Swimming Program Committee will become effective upon receipt of written notice to the Executive Director of Swim Saskatchewan Inc. or the Chair of Summer Swimming.

If a vacancy occurs among the Zone Representatives on the Summer Swimming Program Committee, the Program Committee may make an appointment to fill the vacancy to complete the term of office.

If a vacancy occurs among the Officials Coordinator or the Records Chair, the Summer Swimming Program Committee may make recommendation of persons to Swim Saskatchewan Inc. to immediately fill the vacant position.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b> SG-3
<b>Name:</b>	Summer Swimming Program Committee Chair	<b>Date Approved:</b> August 2001
<b>Authority:</b>	Summer Swimming Program Committee	<b>Date Revised:</b>

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-5.4, G-7 and A-1

The Summer Swimming Program Committee Chair will be elected from among the Zone Representatives by the duly elected Zone Representatives at the Annual Meeting for Summer Swimming.

The Summer Swimming Program Committee Chair will call and preside at all meetings of the Summer Swimming Program Committee meetings and Summer Swimming Annual Meeting or special meetings, appoint special committees, and will present an annual report at the Summer Swimming Annual Meeting. The Summer Swimming Program Committee Chair will have a vote only in the case of a tie.

The Summer Swimming Program Committee Chair will also sit as the representative for Summer Swimming on the Swim Saskatchewan Board of Directors, presenting a report at the Annual Meeting.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b>	SG-3.1
<b>Name:</b>	Duties of Director, Summer Swimming	<b>Date Approved:</b>	September 2003
<b>Authority:</b>	Summer Swimming Program Committee	<b>Date Revised:</b>	

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-5.4 and A-1

The duties of the Director, Summer Swimming will be:

1. To set the Agenda and chair all General and Special Meetings of the Summer Swimming Program Committee.
2. To set the Agenda, chair and present a report at the Summer Swimming Program Committee Annual Meeting.
3. To appoint any special committees.
4. To ensure that the minutes from all Summer Swimming Program Committee meetings are distributed in a timely fashion.
5. To represent the Summer Swimming Program Committee as a Board member of Swim Saskatchewan Inc., to attend and participate, including voting in accordance with the Rules of Order for the same, at all meetings of the Board and to report back to the Summer Swimming Program Committee on all decisions affecting Summer Swimming in Saskatchewan.
6. To vote in accordance with the Rules of Order adopted by SSI at any General, Board or Committee meetings.
7. To liaise and co-operate with all the other Committee and members of Swim Saskatchewan Inc. for the betterment of Summer Swimming in Saskatchewan.
8. To carry out any other duties as will from time to time be required; in order to fulfill the intent of the Bylaws of Swim Saskatchewan Inc. or as may be necessary for the proper governance of the business of Swim Saskatchewan Inc.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b>	SG-4
<b>Name:</b>	Zone Representatives	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Swimming Program Committee	<b>Date Revised:</b>	Sept/04, June/05, April/07, Aug/07

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

The Zone Representative will be elected by club representatives from within that zone at the Annual Meeting for Summer Swimming. Voting will be done by secret ballot. In the case of a tie vote, the decision will be made by a vote of all voting delegates at the Annual Meeting. The term of office for the Zone Representative shall be from November 1 to October 31 each year.

The duties of Zone Representatives will include but not be limited to:

1. To attend all meetings to bring forward club concerns;  
When at Summer Swimming meetings, zone representatives are representing all clubs in their zone, and not the individual club that he/she may be a member of or associated with. Therefore a zone rep. must speak on behalf of what is best for the entire zone, not a club. Zone reps. May not carry a vote for an individual club at the semi annual or annual meeting.
2. To serve as a liaison for clubs in the zone to the Summer Swimming Program Committee;
3. Present an annual report to the Annual Meeting;
4. Select the Saskatchewan Summer Games Zone coaches and manager, and able bodied swimmers.
5. Provide input into the next season's swim schedule prior to the Summer Swimming Annual Meeting.
6. Responsible for communicating with clubs and members within the zone.

Zone representatives will be reimbursed expenses as per Summer Swimming Administration policy SA-2.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

**Type:** Governance **Policy Number:** SG-5  
**Name:** Master and Senior Officials Committee **Date Approved:** August 2001  
Representative  
**Authority:** Master & Senior Officials Committee **Date Revised:** Sept 2003, June 2005,  
Aug 2009

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1 and  
Master & Senior Officials Policy OG-1 and OG-3

Master and Senior Officials Committee Representative will be elected for a 2 year term by the Master & Senior Officials Committee and will serve on the Summer Swimming Program Committee as a non-voting member.

The roles and responsibilities of the Summer Swimming Program Committee Master and Senior Officials Committee Representative will be as defined in Master and Senior Officials Policy OG-3.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b>	SG-6
<b>Name:</b>	Summer Records Chair	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Swimming Program Committee	<b>Date Revised:</b>	Sept 2003, Aug 2009

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

The Summer Records Chair will be appointed by the Board of Directors of Swim Saskatchewan Inc. for an indefinite term, upon the recommendation of the Summer Swimming Program Committee.

The Summer Records Chair will be a voting member of the Summer Swimming Program Committee.

The Summer Records Chair will:

1. Keep an accurate list of Summer Swimming Provincial Records with Swim Saskatchewan Inc., and make this list available to all summer clubs and Zone Representatives;
2. Receive and process applications for new records as per Summer Swimming Competition policy SC-6
3. Present a report at the Summer Swimming Annual Meeting.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b>	SG-7
<b>Name:</b>	Summer Swim Meetings	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Swimming Chair	<b>Date Revised:</b>	July 2010

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**Reference:** : SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

The Summer Swimming Program will hold an Annual and a Semi-Annual Meeting.

The Annual Meeting will be held in conjunction with the Summer Swimming Provincial Finals.

The Semi-Annual Meeting will be held in the Spring, prior to the first swim meet.

Special Meetings will be called by the Summer Swimming Chair upon the request in writing by at least five of the affiliated Summer Swim Clubs.

The agenda for the Annual and Semi-Annual Meetings will be sent to all Summer Swimming Club representatives and the Summer Swimming Program Committee at least seven (7) days prior to the date of the meeting.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b>	SG-8
<b>Name:</b>	Voting	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Swimming Chair	<b>Date Revised:</b>	August 2007

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

Each affiliated Summer Swimming Club will be entitled to two (2) voting delegates at the Annual and Semi-Annual Meetings. A member of the Summer Swimming Program Committee (Zone Reps., Officials Representative and Records Chair) may not carry a vote for a club.

There will be no voting by proxy and each person will carry only one (1) vote.

To be recognized and registered as a voting delegate, each affiliated club must submit a list of their two (2) voting delegates prior to any vote taking place.

In general voting matters, a simple majority (50% + 1) of the voting delegates present will decide the question. In votes regarding changes to Summer Swimming Policies or Summer Swimming Technical Package, a vote of not less than seventy-five per cent (75%) will decide the question.

The Summer Swimming Chair may submit to a vote by mail/fax/e-mail any specific question or matter that may be in the interest of and for the benefit of summer swimming.

In the case of a vote by mail:

1. The secretary of Swim Saskatchewan Inc. will mail to each Zone Representative a clear statement of the question to be voted upon with the request that each Zone Representative send a vote to SSI within a stated time, but not more than thirty (30) days from the date of the mailing of the question.
2. Within five (5) days of the closing of the vote, SSI will mail to each Zone Representative a copy of the questions and the result of the vote, including the number of those voting for and in opposition, with a statement of whether the question has been carried or defeated.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Governance	<b>Policy Number:</b>	SG-9
<b>Name:</b>	Amendments	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Swimming Chair	<b>Date Revised:</b>	April 2002

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

The Summer Swimming Policies and Technical Package will not be rescinded, altered, or added to except by special resolution, which means:

1. At a General meeting:

A Notice of Motion for changes will be in writing and must be received by Swim Saskatchewan Inc. and the Summer Swimming Chair no later than fifteen (15) days prior to the date of the Annual or Semi-Annual Meeting. SSI will immediately upon receipt of such Notice of Motion forward a copy to each Zone Representative and each affiliated Summer Swimming club.

By the vote of not less than seventy-five percent (75%) of Summer Swimming Club representatives voting.

2. By a resolution consented to in writing by all the Summer Swimming Club representatives who would have been entitled at a general meeting to vote on the resolution in person.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Competition	<b>Policy Number:</b>	SC-1
<b>Name:</b>	Summer Swimming Technical Package	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Officials Coordinator	<b>Date Revised:</b>	

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

The Summer Swimming Technical Package will govern the general running of competitions for the Summer Swimming program and will be consider policy governing the technical format for sanctioned summer swim meets.

Summer Swimming Policies will govern the issues and policies that are not covered within the Summer Swimming Technical Package.

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**Swim Saskatchewan Inc.**  
**SUMMER SWIMMING POLICIES**

**Type:** Eligibility

**Policy Number:** SC-2

**Name:** Summer Swimming Registration

**Date Approved:** August 2001

**Authority:** Swim Saskatchewan Inc.

**Date Revised:** Oct '05, June '06, April '07  
May '08, May '10, July '10

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7, M-2 and A-1

All swimmers must be registered with Swim Saskatchewan Inc.

Swimmers that were affiliated with a winter club or university team during any period between October 31 to April 30 immediately preceding the year the swimmer applies to be registered, may at the summer club's discretion, allow the swimmer to join their summer club to train with them, but are not allowed to compete, neither as an exhibition swimmer nor as a fully competitive summer swimmer.

Clubs may register swimmers under the age of 7, but they are not allowed to compete in sanctioned competitions.

Any swimmer is eligible to register with Swim Saskatchewan and compete as a summer swimmer who:

1. will be at least years seven years old as of April 30 of the year of competition.
2. Has not trained with a club nor competed in competitive swimming during the period of October 31 to April 30 immediately preceding the year the swimmer applies to be registered. Children which are registered in I Can Swim lessons, Level 1 to 3 provided by a Winter Club, are eligible to register and compete as a Summer Swimmer.
3. Is not a member of a Canadian National or International team in any sport governed by AFC and;

The age of the competitor will be as of April 30 of the year of competition.

Summer clubs may hold a tryout period/camp, for new swimmers only, prior to May 1<sup>st</sup> providing that the tryout period/camp does not exceed a total of 4 hours.

Para and Special Olympic swimmers may register as a Winter Competitive swimmer and may swim at SSI Sanctioned summer meets as Exhibition. If a Para and Special Olympic swimmer wishes to compete as a full competitive Summer swimmer then he/she must comply with item # 2 above.

To compete in a meet, all Saskatchewan swimmers must be amateurs and registered with Swim Saskatchewan as Summer Swimmers. At the discretion of Meet Management, registered summer swimmers from other provinces and from out of country may be invited to compete as either exhibition or competitive swimmers.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Competition	<b>Policy Number:</b> SC-3
<b>Name:</b>	Selection of Hosts: Finals & Semi-Finals	<b>Date Approved:</b> August 2001
<b>Authority:</b>	Summer Swimming Program Committee	<b>Date Revised:</b>

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

The Provincial Finals will alternate between North and South. The South will host the Provincial Finals on even numbered years; the North will host the Finals on odd numbered years.

Clubs wishing to host Provincial Finals will make application at least three years in advance. The final decision on the awarding of Provincial Finals will be made a minimum of two years in advance, at the Annual Meeting.

Clubs wishing to host Semi-Finals in either North or South, will make application at least three years in advance. The tentative decision on the awarding of North and South Semi-Finals will be made a minimum of two years in advance, at the Annual Meeting.

Clubs hosting Semi-Finals or Provincial Finals will ensure that the pool meets regulations as far as accommodating officials in all positions.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Competition	<b>Policy Number:</b>	SC-4
<b>Name:</b>	Cancellations due to Weather or any Other Unforeseen Circumstances	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Meet Referees	<b>Date Revised:</b>	June 2005

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

In the case of weather or any other unforeseen adverse circumstance that prohibits the start or continuation of a meet, the meet management, in consultation with meet referees and lifeguards/pool staff, will have the authority to “call” the meet (stop competition) on account of the circumstance. Such weather will involve the presence of lightning or thunder within sight or sound of an outdoor pool in which the competition is being held, or any other weather condition that could constitute a danger to participants/spectators. (Examples include tornado warnings or hazardous driving conditions.) Other unforeseen adverse circumstances will include any other circumstance that could constitute a danger to participants/spectators. (Examples include electrical, mechanical or structural failures, pool contamination, hazardous imbalances in pool chemistry, etc.)

The meet manager, in consultation with facility staff, will monitor weather conditions when lightning is probable.

In a case where a meet is called or cancelled because of weather or any other unforeseen adverse circumstance, awards will be determined based on the events completed to that point, providing that at least half of the events have been completed. Events partially swam will not be included in points tabulations.

Whether or not to refund monies to clubs for events not swam will be at the discretion of meet management.

When the meet that is called due to weather is Semi-Finals or Summer Provincial Finals competition, the referees, in conjunction with the Summer Swimming Program Committee members and coaches present at that meet, will determine the best course of action, prior to a decision to cancel the meet.

Swimmers unable to compete due to weather at a Semi-Finals meet will not be penalized. Where events have not been swam at a Semi-Finals, the top six in-season best times of swimmers in each event not swam will be used to determine who will compete at Provincial Finals.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Competition	<b>Policy Number:</b>	SC-5
<b>Name:</b>	Records	<b>Date Approved:</b>	August 2002
<b>Authority:</b>	Summer Records Chair	<b>Date Revised:</b>	Sept 2003, May 2009

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7, C-3 and A-1

Summer swimming records will be maintained for all permissible age categories and events as defined in the Summer Swimming Technical Package Items 2.1.1 and 2.2.1 as well as Open Records.

All age groups are eligible to establish an open record.

Records will be kept separately for male and female swimmers.

Records will be established only at sanctioned competitions.

Records will be established by a swimmer only in his or her age group; except that the open records may be broken by a swimmer of any age.

Any summer swimmer who is registered and in good stand with SSI will be eligible to set provincial records.

Meet Managers will be responsible for submitting record applications. These must be submitted within one week of the meet. (Record Application can be found on next page)

All record applications from semi-finals must be submitted no later than two days after the meet.

All provincial records will be published by November 1 of each year.

All record applications will be submitted by November 15 in the year on which the record was set. Records received after November 15 will not be accepted.

Records for relays will be kept as follows:

1. 7 & 8 relay records will be kept for co-ed teams.
2. A relay will consist of four swimmers registered with the same club, providing that a minimum of 2 swimmers are from the proper age group, in order for a record to be valid. (In accordance with SNC rule CSWAG 1.1.7 and Summer Swimming Technical Package 2.1.4.1)
3. Records for “provincial relays” may be set a “North” or “South” and will be established only at Summer Swimming Provincial Finals.



## Application for Saskatchewan Summer Swimming Provincial Records

**Instructions:**

1. Record Applications **MUST** be submitted within 1 week of the meet, except for Semi-Finals which must be submitted within 2 days of the meet so that they can be updated in time for Finals. Meet Managers are responsible for submitting all record applications.
2. Make two (2) copies, one for the host club & one for the records chairperson.
3. Fill in sanction no. & other pertinent information.
4. For age groups, attach properly completed lane cards to the form.
5. For relays, use one form for boys and another for girls, list all the competitor names, registration numbers, ages & clubs. Attach properly completed lane cards to the form.
6. Include one complete copy of the host club meet results sheets.

**Records will be published by November 1 of each year. Any errors or omissions found must then be submitted by November 15 in the year on which the record was set. Records received after November 15 will NOT be accepted.** (Please see records policy C-6 in the Summer Swimming Policies document)

Forward original copy of application form, lane cards and complete copy of the host club meet results sheets **within one week after the meet** to: John Jundt, Summer Records Chairperson:  
 449 Spruce Drive, Estevan, SK S4A 2G2 p: (306) 634-1960 f: (306) 634-1984 Email: j.jundt@sasktel.net

Age group: \_\_\_\_\_ Relay: \_\_\_\_\_ Male:  Female:

Host club: \_\_\_\_\_ Name of meet: \_\_\_\_\_

Town: \_\_\_\_\_ Date of meet: \_\_\_\_\_

Name of pool: \_\_\_\_\_ Sanction No.: \_\_\_\_\_ SCM \_\_\_\_\_ SCY \_\_\_\_\_

The undersigned officials hereby attest to the record-breaking performances by the below-listed applicant(s). The meet was duly sanctioned and advertised, and we certify that all SSI laws relating to the establishment of a Saskatchewan Summer Swimming Record were strictly observed. All three (3) signatures are required.

Referee: \_\_\_\_\_ Chief Timer: \_\_\_\_\_ Meet Manager: \_\_\_\_\_

Competitor(s) Name(s)	Reg #	Age	Club	Stroke	Distance	Official Time

\*Please note records will not be accepted if lane cards are not completed correctly.

This form was completed by:

Print name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

\_\_\_\_\_

Date Received
Date Approved
Date Recorded
Signature Summer Records Chair

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Competition	<b>Policy Number:</b> SC-6
<b>Name:</b>	Diane Hanson Summer Coach Award	<b>Date Approved:</b> May 2008
<b>Authority:</b>	Summer Swimming Program Committee	<b>Date Revised:</b>

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The Diane Hanson Coaches Award is made possible by the Miller Family from Assiniboia and is in memory of Diane. Diane or Dee as she was known to her friends as was a coach with the Weyburn Silver Seals in the early to mid 1990's. She passed away in 2008 from Cancer. Dee was a perfect example of a Summer Senior Swimmer/Coach. She would coach at every swim meet, and then put down her clipboard, just in time to get on the blocks to swim her race. She believed in having fun, not taking herself too seriously, but the moment she stepped on the blocks, she put all of her effort in her race. Dee was the first coach of Weyburn swimmers that have moved onto to be the coach and senior swimmer, so obviously Dee had a great effect on them.

The intent of this award is to keep her memory alive by celebrating her qualities in our younger coaches and swimmers. Her qualities are believed to be the traits that make for great Summer Swimming coaches.

This is an award that will not necessarily be presented each year, only in years when the candidates meet the necessary criteria.

The Criteria for the Diane Hanson Award is as follows:

- ☺ A registered Saskatchewan Summer Swim Coach, who is also registered as a Senior Swimmer in the year of nomination
- ☺ Must have been involved with Saskatchewan Summer Swimming for a minimum of 5 years
- ☺ Has a positive influence over younger swimmers
- ☺ Is competitive and strives to get the best out of their swimmers, but also knows that the most important part of swimming is to have fun
- ☺ Is recognized for his/her coaching ability
- ☺ Is respected and almost idolized by their swimmers

Nominations may come from anyone in the Summer Swim Community.

Please explain in detail why the coach being nominated meets the criteria.

Nominations will be reviewed and voted upon by the current Summer Swimming Program Committee with the final decision being made by the Miller Family.

Nominations will be due July 15 of each year with the Award being presented at the Provincial Finals.

There will be no repeat Award winners.



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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Competition	<b>Policy Number:</b>	SC-7
<b>Name:</b>	Officials	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Officials Coordinator	<b>Date Revised:</b>	

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

Whenever possible, two referees will be scheduled for each sanctioned summer swim meet.

Clubs will, as much as possible, have qualified officials in all positions. Clubs will provide opportunities for members to attend clinics and work toward upgrading certification.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Administration	<b>Policy Number:</b>	SA-1
<b>Name:</b>	Relationship to Swim Saskatchewan Inc.	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Swim Saskatchewan Inc.	<b>Date Revised:</b>	

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

All Summer Swimming Policies and the Summer Swimming Technical Package will be subject to Swim Saskatchewan Inc. Bylaws and Policies.

Many topics are not included in Summer Swimming Policies and the Summer Swimming Technical Package because Swim Saskatchewan Inc. Bylaws and Policies govern these areas.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Administration	<b>Policy Number:</b>	SA-2
<b>Name:</b>	Reimbursement of Expenses	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Swim Saskatchewan Inc.	<b>Date Revised:</b>	September 2003

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7; A-1 and A-2

Remuneration for Summer Swimming Program Committee meetings, not held in conjunction with the Annual Meeting, will include: travel at the Swim Saskatchewan mileage rate, basic rate of host hotel and reasonable meal expenses. Expenses for Summer Swimming Program Committee members to attend the Summer Swimming Annual General Meeting will be paid only if the attending member does not have a child competing in the Provincial Finals.

Costs such as long distance telephone calls, postage and so on that are incurred by Summer Swimming Program Committee members will be reimbursed on the basis of an itemized statement to the Executive Director of Swim Saskatchewan Inc.

All expense claims must be submitted within 30 days of incurring the costs.

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Administration	<b>Policy Number:</b> SA-3
<b>Name:</b>	Reimbursement of Expenses for Referees	<b>Date Approved:</b> August 2001
<b>Authority:</b>	Swim Saskatchewan Inc.	<b>Date Revised:</b>

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7, A-1 and A-2

Referees travelling to sanctioned summer meets outside their home town will be reimbursed by the host club upon the conclusion of the meet, for travel at the Swim Saskatchewan mileage rate, basic rate of host hotel and reasonable meal expenses,

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**Swim Saskatchewan Inc.**

**SUMMER SWIMMING POLICIES**

<b>Type:</b>	Administration	<b>Policy Number:</b>	SA-4
<b>Name:</b>	Policy Review Schedule	<b>Date Approved:</b>	August 2001
<b>Authority:</b>	Summer Swimming Program Committee	<b>Date Revised:</b>	Sept'03, April '07

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**Reference:** SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7, A-1 and A-3

Summer Swimming Policies and the Summer Swimming Technical Package will be reviewed by the Summer Swimming Program Committee and presented to the membership according to the following schedule:

Governance Policies	--	Yearly	--	At the Annual Meeting
Competition Policies	--	Yearly	--	At the Semi-Annual Meeting
Administration Policies	--	Yearly	--	At the Annual Meeting
Technical Package	--	Yearly	--	At the Semi-Annual Meeting

Proposed changes to policies will be put forward by members in accordance with policy SG-9 and will be in accordance with the above schedule.

Any approved changes to the Summer Swimming Policies or the Summer Swimming Technical Package will be presented to the Board of Directors of Swim Saskatchewan Inc. for ratification.