

## **EKSC Swim Meet & Travel Policy (Including: local non-hosted)**

### **Meet Selection and Attendance Policies**

1. The coaching staff for each group will develop the competition schedule and will be posted on the club web site.
2. The coaching staff will establish the qualifying criteria for participation in each meet. Often the criteria will be set higher than the meet entry standard for out of town meets.
3. Swimmers will be prioritized according to the following criteria to attend meets.
  - a. Number of events the swimmers qualifies for
  - b. Training attendance
  - c. Attitude towards training and competing
  - d. Overall preparedness to compete
  - e. Health issues
4. It is the coach's discretion as to whether a swimmer is entered in a meet based on the above criteria. It is the expectation that Keyano swimmers are ready to compete well for all meets.

### **Travel Information**

1. Swimmers are required to travel with the Team for **all championship meets**. (See "Meet Selection and Attendance Policies" section regarding **10 yr old and under** swimmers). Designated "Championship Meets" will be indicated on the meet schedule. Keyano will arrange all out of town travel for these designated championship meets. Travel arrangements for all other meets will be the responsibility of the **swimmer and swimmers' family**.
2. Swimmers that make alternate travel arrangements for their return trip from an out-of- town swim meet (e.g. Calgary) has the option to do so but **MUST** inform the office prior to the meet. In addition, the full cost of management fees will be charged to the swimmer regardless of this alternate travel arrangement.

### **Fees and Penalties**

1. Penalties and fees that result from changed or cancelled travel arrangements after the meet cancellation deadline will be charged to the swimmer/member's account.
2. All swimmers attending out of town meets are responsible for all management fees. (Coach & chaperones' transportation, accommodation, per diem)
3. Swimmers scratched from a swim meet past the meet cancellation deadline due to poor training attendance or discipline reasons will be charged full travel, management fee and/or entry expenses.
4. The estimated cost of participating in a meet (both in-town and out-of-town) will be sent to the family via email. Meets over \$1000.00 will require a 50% deposit and will be charged to the members account.

5. Upon reconciliation of total cost incurred from a travel swim meet further expenses or credits maybe applied to the members account.
6. Some travel meets/camps will require an advanced deposit and the deposit will be posted to the members account prior to swimmers' participation in the meet/camp.

### **Meet Entry Information**

1. The meet schedule including **estimated** cost, qualifying standards and sign-up deadlines, for each group will be posted on the Keyano web site ([www.eksc.com](http://www.eksc.com)).
2. All swimmers that qualify for competitions and comply with Keyano's training and attendance criteria will be entered in the appropriate swim meets.
3. **It is the responsibility of the swimmer/parent to notify Keyano, via the club web site, confirmation of their son or daughters' attendance prior to the meet sign-up deadline.**
4. Withdraw from swim meets after the cancellation deadline (as per above #3) will result in the full share of travel, management fee and/or meet entry expenses being charged to the swimmer/member's account.
5. Withdrawal from swim meets due to medical reasons will be honored past the meet cancellation deadline with a doctor's certificate at no cost to the swimmer/member for management fees.
6. Swimmers unable to attend a swim meet due to illness must notify their coach and the Team Manager at the Keyano office prior to the competition date. Failure to do so will result in the swimmer/member being charged for the travel and/or meet entry expenses.
7. Any swimmer entered in a meet who does not qualify for the meet as a result of non-compliance with the "Meet Selection and Attendance Policies" criteria, will automatically be cancelled from the meet at no cost to the member's family.
8. Coaches will notify the swimmer/member via the club web site, email or directly if the swimmer qualifies to attend a meet.

### **Travel Options & Info**

1. Swimmers are required to travel and stay with the team for out-of-town meets for designated meets. 11 & over swimmer's choosing not to travel with the team for a team travel meet shall be responsible for all shared team travel costs as though there were traveling with the team.
2. Swimmers may use points for air travel if cost of trip becomes prohibitive to attend.
3. If traveling using points, and arriving on a different flight than the team, it is the responsibility of the swimmer to meet the team at the pool or hotel at the specified time.
4. EKSC takes no responsibility for swimmers travelling on their own or staying away from the team.

5. In the case of 10 & under swimmers, it is recommended that they travel, stay, and dine with their parents for all meets. If a 10 & under swimmer chooses to travel with the team they have the option to do so with the consent from **all three** parties; their parents, the "meet" coach, and Keyano's Head Coach.
6. Departure and arrival times for all trips will be provided in the information sheet and posted on the website for each trip and distributed to those swimmers attending. Swimmers should call their parents on their cell phones for exact arrival time of busses/vans enroute from the competition.

### **Swim Meet Procedures**

1. Warm up – as specified by Swim Canada.
2. Warm ups are conducted by a member of EKSC staff.
3. Warm ups usually begin one hour prior to the start of a competition. All swimmers are expected to be present and ready to begin at that time. Arrive 15 minutes prior to warm-up time.
4. Team members are required to warm up with the team unless excused by the coach.
5. A good warm up is an essential part of the competition process and is equally essential for a successful performance. Every athlete in the EKSC program deserves the opportunity to be successful.
6. It will be customary for EKSC to have a team area at swim meets and to sit together as a group. This helps promote team unity and spirit. When swimmers first arrive at the meet, they should find the team area.
7. Swimmers are to review a heat sheet or entry grid and check to see if they are properly entered in their events. If an error has been made, check with your coach so that corrective measures can be taken. Swimmers should check their entries with the coach prior to the swim meet to avoid unpleasant surprises. Entries will be posted on the club web site and club bulletin boards.
8. At the conclusion of each race, the swimmer must report directly to their coach. This gives the coaches an opportunity to discuss the race with the swimmer and add positive comments concerning splits, stroke technique, race strategy, etc. If a cool down area is available, swimmers are to warm down first, and then report to the coaches.
9. EKSC team members are not permitted to scratch from any events at a competition. They should consult with their coach and the coach will do the scratch. Similarly, the coach must approve late entries. In a meet with preliminaries and finals, it is expected that any EKSC swimmer qualifying to swim in the finals shall do so.
10. As a courtesy to the officials and meet hosts, parents and nonparticipant swimmers are asked to stay off the deck/competition venue unless competing or serving in an official capacity.
11. All questions concerning meet results, or an officiating call in the conduct of a meet should be referred to the coaching staff that will pursue these matters through the appropriate channels.
12. In general, all swimmers are to attend all sessions unless excused by the coach.

13. Swimmers are expected to rest and conserve energy between events and sessions, and to remain in the team area while at the pool. Please bring water and nutritious snacks in order to keep energy levels up.
14. In the event of a long waiting period between warm up and the swimmer's first race, the swimmer should briefly warm up a second time approximately 30 minutes before the swim.