

Meet Sanction Obligations & Procedures Update to Procedure M-001-06

Club Entry to a Meet

Closed Competition

This is a swim meet which is only accessible only by the listed clubs.

Open Competition

This is a swim meet which is only accessible by all eligible clubs.

Swim Ontario respects the right of clubs to enter a meet. As well Swim Ontario upholds the right of host club to accept or reject all entries. The openness of a meet or the ability to submit entry should in no way be confused with acceptance or rejection. While the meet being run is the property of the host club and subject to sanction guidelines the tone, competitive nature, conduct of swimmers and more are all taken into account when accepting a club's entry file.

All meet packages should carry a notification by which decisions will be taken for the acceptance of entries. For example.

- All entries will be accepted at the discretion of meet management
- Entries will be accepted on a first-come-first-in basis
- Prior year participants will be given priority until [date] following which entries will be accepted on a first-come-first-in basis

Good Competition

Clubs are encouraged to adopt a professional approach to the management of their own meets. Meet Management is an important element in considering the selection of a meet by visiting club.

- Clearly define the method by which the host club will accept or reject entries to a meet.
- If a host club offers first-come-first-serve criteria for meet selection then meet management should maintain a record of entry files and a comparison to the calculated maximum swimmer count.
- If a host club offers preferred consideration to previous meet participants than consider placing two dates for accepting entries; one deadline for returning clubs and another for all others.
- When the meet is full return to SwimMeet.ca and "close" the meet. This will clearly demonstrate to any clubs seeking access that the meet is no longer accepting entries.
- If a meet manager already knows the names of clubs attending the meet consider making the meet 'closed' when listing the meet on SwimMeet.ca. This will clearly define which teams are invited and prevent all other teams from participating.

Rejected Entries

Host clubs are within their rights to reject any entry but need to consider the management of the rejection so as to ensure consideration for their meet in the future and that they have fairly managed the process.

SwimMeet.ca provides a method for automatically generating a document when rejected, however meet managers should still consider sending an email to the entry club indicating the reason for rejection.

Rejected entries that do not follow the meet package guidelines will be subject to Swim Ontario discipline as not following the meet package.