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# Huron Hurricanes Aquatic Club (HHAC)

## Swim Meet Policy & Expectations for all Swimmers

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### 1. Purpose

Swim meets are a fundamental component of athlete development within the Huron Hurricanes Aquatic Club (HHAC). Swim meets allow swimmers to demonstrate skills developed through training, assess progress, and participate in a team-based competitive environment while building relationships with teammates.

The successful organization and execution of swim meets requires coordination between host clubs, Swim Ontario, officials, coaches, volunteers, swimmers, and families. This policy outlines HHAC expectations, procedures, and responsibilities to ensure clarity, fairness, and a positive swim meet experience for all participants.

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### 2. Meet Declarations (RSVP) & Entries

#### 2.1 Declaration Requirement

All swimmers are required to declare for each swim meet listed on the HHAC meet schedule.

- The club will list all available meets at the start of the season. Meet packages will be added as provided by host clubs.
- The club will endeavor to give a two week window between posting the meet package and closing the meet registration.
- Declaration reminders will be communicated by the club.
- Failure to explicitly decline a meet constitutes acceptance, and the swimmer will be entered.
- Fees associated with meet participation apply once entries are submitted.

#### 2.2 Declaration Process

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1. Navigate to the HHAC Events page:  
<https://huronhurricanes.ca/events>
2. Select the applicable meet.
3. Click Accept / Decline.
4. Log into your HHAC account.
5. Select the swimmer under Member Name.
6. Complete the declaration.
7. Use the notes field to communicate partial availability or relevant information.

Meet packages, schedules, and additional meet information are typically linked within the event listing.

## 2.3 Club Discretion

HHAC reserves the right to withhold a swimmer's entry for reasons including, but not limited to:

- Outstanding account balances;
- Behavioural or disciplinary concerns;
- Failure to meet qualifying or eligibility standards;
- Entry caps imposed by the host club;
- Safety or readiness concerns identified by coaching staff.

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## 3. Entry Deadlines & Fees

### 3.1 Entry Deadlines

- Each meet has a host-imposed entry deadline.
- HHAC may impose an earlier internal deadline to allow adequate preparation of entries.
- Once the entry deadline has passed, entries are finalized and submitted to the host club.

### 3.2 Entry Fees

- Entry fees are charged once entries are submitted.
- Fees will be applied to swimmer accounts on the Monday prior to the meet.
- Declining a meet after the entry deadline does not remove financial responsibility for entry fees.

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## 4. Event Selection & Relay Entries

### 4.1 Individual Events

- Coaches are responsible for selecting swimmer events.
- Event selection is based on training plans, swimmer development goals, qualifying standards, and meet objectives.
- Swimmers wishing to request specific events must speak with their coach prior to the entry deadline. Final event decisions rest with the coach.

### 4.2 Relay Events

- Relay entries are determined by the coaching staff.
- Relay teams are finalized on the day of the meet, but swimmers that committed are financially responsible for the relay fee.
- Selection considerations may include performance, stroke proficiency, swimmer reliability, behaviour, and disqualification risk.


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## 5. Athlete Commitment & Attendance

By declaring for a meet, swimmers commit to:

- Attending the entire session(s) for which they are entered;
- Remaining present for all individual and relay events;
- Conducting themselves in a manner that positively represents HHAC;
- Supporting teammates and coaches;
- Pay any applicable fines or fees for missed events.

Swimmers who consistently accept (or fail to decline) a meet, and do not show up to their registered meets, will be de-registered from the competitive stream, unless otherwise approved by the Head Coach. Meet fees are still the financial responsibility of the swimmer. This

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expectation supports athlete development, team commitment, and fair participation across the program.

Pre-Competitive and Recreational swimmers may attend one (1) swim meet per season, in accordance with Swim Ontario guidelines. This meet will be determined and approved by the HHAC Executive and Head Coach and is intended as an introductory competitive experience.

Swimmers entered in relay events are expected to remain until the relay is completed. Failure to do so may impact future relay selection.

HHAC recognizes that conflicts may arise; however, consistent meet participation is considered an essential component of competitive membership. Requests for exceptions must be communicated in writing to executive and coaching staff in advance and will be reviewed on a case-by-case basis.

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## 6. What to Bring to a Swim Meet

### 6.1 Team Apparel


Swimmers are expected to wear HHAC-branded apparel and HHAC swim caps during races.

- Non-HHAC caps may be worn during warm-ups.
- HHAC caps are required for racing.
- Warm clothing is essential to maintain body temperature and prevent injury.

#### Recommended Items:

- Long-sleeve shirt, hoodie, or parka
- T-shirt
- Pants and/or shorts
- Indoor deck shoes
- 2 swim caps
- 2 pairs of goggles
- 2 towels

### 6.2 Snacks & Hydration

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- Swimmers should eat a healthy meal prior to their session.
- Healthy snacks and fluids should be packed for use throughout the session.
- Facility rules regarding food consumption must be followed.

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## 7. Day of the Meet Procedures

### 7.1 Arrival & Scratches

- Swimmers must arrive 30 minutes prior to warm-up.
- Coaches are required to submit scratch sheets prior to the start of each session.
- Swimmers who arrive late without prior notification may be scratched from the entire session.
- Reinstatement is subject to host meet discretion and may result in additional charges.

### 7.2 On-Deck Regulations


- Only accredited coaches and officials are permitted on deck.
- Parents and guardians are not permitted on the pool deck.
- Swimmers must:
  - Check in with a coach upon arrival
  - Participate in team warm-ups
  - Remain in designated team areas when not racing
  - Obtain coach permission if wanting to leave the deck.

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## 8. Heat Sheets, Psych Sheets & Meet Information

- Heat sheets list events by event number, heat, and lane.
- Psych sheets list swimmers by event ranked from fastest to slowest.
- Meet information is commonly available through meet management software (e.g., Meet Mobile).

Swimmers are expected to know their Event – Heat – Lane prior to reporting for their race.

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## 9. Racing & Coaching Feedback

- Swimmers are expected to follow race strategies provided by coaches.
- After each race, swimmers must report directly to a coach.
- Coaching feedback will focus on performance evaluation, strengths, and areas for improvement. Coaches must provide disqualification details to the swimmer when applicable (may be at next available practices and not during the meet).

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## 10. Parent Expectations

- Coaches must be informed at least one day in advance of early departures or absences.
- Swimmers must check with a coach before leaving the deck.
- Parents are encouraged to provide positive, supportive feedback.
- Coaches may not be available for communication during meet sessions.

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## 11. Finals & No-Show Expectations

- Finals are typically offered for swimmer aged 13 & over
- Qualification and format are determined by the meet host.
- Swimmers who qualify for finals or are named as alternates must inform their coach if they are unable to attend, prior to the scratch deadline for finals as outlined by the meet host.


Swimmers who fail to attend finals without notification are required to pay any potential No Show fee, assigned by the meet host as outlined in the meet package.

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## 12. Disqualifications (DQ) & Coach Challenges

### 12.1 Disqualifications

- Disqualifications are a normal part of competitive swimming.
- Officials apply Swim Ontario and World Aquatics rules.

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- DQs are used as learning opportunities by the coaching staff.

## 12.2 Coach Challenges

- Only coaches may initiate a disqualification challenge.
- Challenges must follow host-meet procedures and timelines.
- The decision to challenge rests solely with the coach.

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## 13. Coaches on Deck

- Coaches attending meets are designated by the Head Coach.
- Only listed coaches may access the pool deck.
- A swimmer's regular practice coach may not be present.
- All swimmers will be supported by the coaches in attendance.

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## 14. Meet Schedule & Coaching Cost Allocation

### 14.1 Meet Schedule Development

- The annual HHAC meet schedule is developed by the Head Coach in alignment with the club's seasonal training plan and swimmer development objectives.
- The meet schedule is reviewed and approved by the HHAC Executive prior to release to the membership.
- Once approved, the meet schedule is posted on the HHAC website:  
<https://huronhurricanes.ca/menu/meets>
- Any changes to the approved meet schedule will be communicated to the membership and updated on the website.

The meet schedule includes all competitions that HHAC has agreed to support with coaching staff, including:

- Meets for all swimmer levels
- Meets requiring qualification standards
- Meets identified as part of the seasonal training and performance plan

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HHAC will support approved meets regardless of the number of swimmers who declare, subject to the financial considerations outlined below.

**14.2 Financial Ability to Support Coaching**

In the event that HHAC is financially unable to support the full cost of sending a coach to an approved meet, a cost-sharing model may be applied.

**Financially Unable** is defined as a situation where the club does not have sufficient funds to maintain regular operating costs for the fiscal year.

When making this determination, the Executive will endeavour to consider:


- All funds held in the general bank account
- Funds held in the Nevada bank account
- Club savings, including GICs and reserve funds
- Current and anticipated fundraising efforts
- The possibility of arranging qualified coaching support from another club

The Executive will make every reasonable effort to support swimmer participation, including qualifying meets at all levels, regardless if it is a direct stream to Ontario Championships and National-level competitions or not.

**14.3 Coaching Cost Sharing Model (If Required)**

If cost sharing is deemed necessary, the following model will apply:

Number of Swimmers Attending	Member Responsibility
1	50% of total coaching cost
2-4	50% of total coaching cost, split evenly

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<p>5 or more</p>	<p>Club covers 100% of coaching cost</p>
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Coaching costs may include, but are not limited to:

- Transportation to and from the meet
- Accommodation
- Meals
- Coaching session or hourly fees

Any required cost sharing will be communicated to affected members prior to the meet, whenever possible.

#### 14.4 Alternative Coaching Arrangements

Where appropriate and feasible, the Executive may explore alternative arrangements to support swimmers at a meet, including:

- Coordinating shared coaching coverage with another club;
- Adjusting coach assignments to minimize costs;
- Evaluating logistical alternatives that maintain swimmer safety and support.

These options will be considered on a case-by-case basis and are not guaranteed.

#### 14.5 Member Responsibility


Members participating in a meet where coaching cost sharing is required agree to:

- Pay their portion of the coaching costs as outlined above;
- Follow all club and meet policies;
- Adhere to the meet schedule and expectations set by the coaching staff.

Failure to meet financial obligations may result in restrictions on future meet participation.

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## 15. Last Chance Meets

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## 15.1 Purpose

A Last Chance Meet is a swim competition that provides swimmers with a final opportunity to achieve a qualifying standard for an upcoming Provincial, National, or higher-level championship.

When the Head Coach develops the annual meet schedule, last chance meets are intentionally built into the seasonal plan to align with training cycles and targeted performance peaks.

Seasonal training plans are structured so that swimmers peak at designated times of the year, typically in preparation for major competitions such as:

- Ontario Age Group Championships
- Ontario Championships
- National-level competitions

In many cases, scheduled championship meets also serve as the final qualifying opportunity for the next level of competition.

## 15.2 Unscheduled Last Chance Meets


There may be circumstances where an unscheduled last chance meet becomes available and offers swimmers an additional opportunity to achieve a qualifying standard.

Unscheduled last chance meets, places additional demands on coaching staff and club resources, including time away from scheduled training and personal time not accounted for in coaching contracts. As such, strict criteria apply.

## 15.3 Eligibility Criteria

To be considered for an unscheduled last chance meet, all of the following criteria must be met:

1. The swimmer is enrolled in Category 5.
2. The swimmer is attempting to qualify for a Provincial-level or higher competition.
3. The swimmer is within 3% of the applicable qualifying standard.
  - Coaches track time differentials throughout the season.
4. The Head Coach determines that participation will not negatively impact overall club training objectives.

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5. The Head Coach or a qualified level 2 coach is available to attend the meet at their own personal discretion.
6. The meet is accessible based on location, timing, and entry availability.

### **15.4 Event Limitations**

- Swimmers attending an unscheduled last chance meet will only be entered in events where they are within 3% of the qualifying standard.
- In some cases, this may result in a single race entry.

### **15.5 Attendance & Scheduling**

- Swimmers attending a last chance meet must follow the schedule provided by the coaching staff.
- Attendance is mandatory for all entered sessions and events.


### **15.6 Requests & Coach Discretion**

- Requests for consideration of an unscheduled last chance meet may be submitted to the Head Coach and the Executive in writing.
- The Head Coach may also independently identify appropriate last chance meet opportunities.
- All swimmers within 3% of the applicable qualifying standard may be given the option to attend, at the discretion of the Head Coach.

Final approval rests solely with the Head Coach, based on swimmer readiness, training impact, and coaching availability.

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### **Final Policy Clause**

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This policy governs swim meet participation for all HHAC swimmers and families. Compliance with this policy is expected at all times. The club reserves the right to amend this policy as required.

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## 16.0 Definitions

For the purposes of this policy, the following definitions apply:

### **Athlete / Swimmer**

A registered member of the Huron Hurricanes Aquatic Club who is eligible to participate in Swim Ontario–sanctioned training and competition.

### **Coach / Coaching Staff**

Individuals employed or contracted by HHAC who are registered with Swim Ontario and authorized to provide coaching support at practices and swim meets.

### **Club / HHAC**

The Huron Hurricanes Aquatic Club.

### **Declaration (RSVP)**

The process by which a swimmer accepts or declines participation in a swim meet through the HHAC website or designated meet management system.

### **Disqualification (DQ)**


A ruling made by a certified official indicating that a swimmer has violated a stroke, turn, start, or finish rule as defined by Swim Ontario and World Aquatics regulations.

### **Entry Deadline**

The date and time by which swim meet entries must be submitted to the host club. HHAC may impose an earlier internal deadline.

### **Event**

A specific swimming race defined by stroke, distance, age group, and gender.

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**Finals**

A race session, typically held after preliminary heats, in which swimmers who qualify based on prelim results compete for final placements.

**Financially Unable**

A determination by the HHAC Executive that the club does not have sufficient funds to maintain regular operating costs for the year. This determination will consider:

- General operating accounts
- Nevada bank account
- Savings, including GICs and reserves
- Current and anticipated fundraising
- Reasonable alternative coaching arrangements

**Heat Sheet**

A document generated by meet management software listing swimmers by event, heat, and lane.

**Internal Entry Deadline**

A club-imposed deadline earlier than the host deadline, established to allow coaches adequate time to prepare meet entries.

**Last Chance Meet**


A sanctioned swim meet that provides swimmers with a final opportunity to achieve a qualifying standard for a Provincial, National, or higher-level competition.

**Meet Package**

The official document issued by the host club outlining meet rules, entry fees, qualifying standards, deadlines, scratch procedures, session schedules, and penalties.

**Meet Schedule**

The annual list of swim meets approved by the HHAC Executive and published by the club.

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**No Show**

Failure of a swimmer to compete in a race, final, or session for which they are entered, without proper notification, resulting in a penalty as determined by the meet host.

**Psych Sheet**

A document generated by meet management software listing swimmers by event, ranked from fastest to slowest entry time.

**Qualifying Standard**

A minimum performance time established by Swim Ontario or a higher governing body to be eligible for specific competitions.

**Relay**

A team event in which multiple swimmers each swim a portion of the total race distance.

**Scratch**

The formal withdrawal of a swimmer from an event or session prior to competition.

**Session**

A defined block of competition within a swim meet, typically including warm-up and racing.

**Swim Ontario**

The provincial governing body for competitive swimming in Ontario.