

**20
23**

**ONTARIO OPEN
CHAMPIONSHIPS**

WINDSOR, ONTARIO • MAY 25 - 28, 2023

**COMPETITION
INFO PACKAGE**

04/26/2023

**ONTARIO 
ARTISTIC 
SWIMMING**

01
GENERAL INFORMATION

Event Dates	Thursday, May 25 - Sunday, May 28, 2023
Entry Deadline	Sunday, May 7, 2023
Venue	Windsor International Aquatic & Training Centre 401 Pitt St W Windsor, ON N9A 0B2
Host Club	Waterloo Region Artistic Swimming Club
Meet Manager	Erika Lindner
OAS Contact	Lauren Lindner
Events	<p>10U – Figures, Duet, Mixed Duet, Team</p> <p>11-12 – Figures, Solo, Male Solo, Duet, Mixed Duet, Team</p> <p>Youth – Figures, Solo, Male Solo, Duet, Mixed Duet, Team</p> <p>Junior – Solo Technical, Solo Free, Male Solo Technical, Male Solo Free, Duet Technical, Duet Free, Mixed Duet Technical, Mixed Duet Free, Team Technical, Team Free</p> <p>Senior – Solo Technical, Solo Free, Male Solo Technical, Male Solo Free, Duet Technical, Duet Free, Mixed Duet Technical, Mixed Duet, Free Team Technical, Team Free</p> <p>Open – Free Combination, Acrobatic (Highlight) Routine</p> <p>Adapted – Figures, Technical Elements, Solo, Duet, Team</p> <p>Mixed Ability – Duet, Team</p>
Rules	This competition will be held under Ontario Artistic Swimming Rules.
Byes	This competition will not require byes.

<p>Scratches</p>	<p>Scratches may be submitted digitally until the start of the competition. To submit a scratch, click here.</p> <p>Once the competition has begun, scratches must be made on deck at the scoring table.</p>
<p>Figure Draws: 10U, 11-12 & Adapted</p>	<p>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.</p> <p>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.</p> <p>Figure draws will be done on Thursday, May 11, 2023.</p>
<p>Figure Draws: Youth Athletes</p>	<p>Youth athletes will compete two (2) figures at this event, following CAS procedure.</p> <p>Two weeks prior to the competition the Section (Group A, B or C) and Group # will be drawn.</p> <p>There will be two panels of judges for this event. All Youth athletes will compete the same two figures.</p> <p>Figure draws will be done on Thursday, May 11, 2023.</p>
<p>Coaching Card Submission</p>	<p>Submission of Coach Cards will be mandatory for this event. Coach Cards will be used to generate technical routine elements order for judges, and in ongoing testing of the new scoring system. Failure to submit Coach Cards by the deadline will result in a \$50 fine per routine. Coach Cards may be changed up to 2 hours before an event, provided a complete submission was already made prior to the deadline. Any Coach Card changes MUST be communicated to the Chief Referee.</p> <p>Following registration, an OAS-owned Dropbox folder will be shared with each club to submit coaching cards. The deadline to submit coaching cards is May 11, 2023.</p>

Spacing	<p>Spacing practice will be offered to clubs on Wednesday, May 24, 2023.</p> <p>This training time is optional and will be scheduled based on distance from the competition location, with clubs closest to the venue first, and clubs furthest from the venue last.</p> <p>Spacing time maximums per club will be calculated based on entries per club.</p> <p>Registrars are asked to indicate on their registration package if they wish to book spacing time. Spacing time will be an additional fee of \$25.00 per 5 minute interval.</p>
Gelling	<p>This will be a gelling meet.</p>
Pool Size	<p>Competition Pool: 25m x 10 lanes Warmup Pool: 25m x 10 lanes Pool Depth: 5.2m (deep end) - 2m (shallow end)</p>

02
**REGISTRATION,
FEES &
PAYMENTS**

Entry Deadline	<p>Sunday, May 7, 2023</p>
Entry Submission Information	<p>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.</p> <p>Registrars will receive full instructions for completing their registration booklet by email.</p>
Entry Fees	<p>Figures \$37.00 per athlete Solo \$45.00 per routine Duet \$70.00 per routine Team \$120.00 per routine Combo / Acrobatic Routine \$140.00 per routine</p>

Athlete Fee	The athlete fee is \$25.00 per athlete. This amount will be added to each club's invoice.
Payment Options	<p>Entry payments must be received by Ontario Artistic Swimming no later than 10 days following the registration deadline.</p> <p>Payments can be received through two methods:</p> <ol style="list-style-type: none"> 1. 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)
Out-of-Province Entries	<p>An additional fee of \$75.00 per athlete will be added to each out of province club's invoice.</p> <p>As a championship event, out of province entries will be entered as exhibition entries in each category.</p>
Late Entries	<p>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.</p> <p>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:</p> <p>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.</p> <p>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.</p>

03
**MUSIC
SUBMISSION**

Music Submission Deadline	Routine music files must be received one week prior to the start of the competition, by Thursday, May 18, 2023.
File Format	<p>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.</p> <p>Coaches are asked to review each digital file for quality, timing and completeness. Please ensure that volume is consistent throughout all cuts of music.</p>
Dropbox Access	<p>To avoid issues of Dropbox storage space, OAS will request music files from each coach be submitted into an OAS-owned Dropbox folder.</p> <p>Head coaches will receive access to the submission folder via email following registration.</p>
Labelling Conventions	<p>Music files must be labelled with the following information, separated by underscores with NO blank spaces (underscores are acceptable).</p> <ol style="list-style-type: none"> 1. Category 2. Event Name 3. Club Call Letters 4. Athlete Last Name <p>For duets, use both last names. For teams, please use the first swimmer's last name, by alphabetical order</p> <p>For example: Junior_SoloTech_WRASC_Smith.mp3 10U_Duet_LRASC_Jones-Chen.mp3 Youth_Team_IGNT_Bryant.mp3</p>

<p>Metadata & ID3 Tags</p>	<p>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.</p> <p>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.</p> <p>For instructions on changing ID3 tags, click here for Windows and click here for iTunes.</p>
---------------------------------------	---

04
AWARDS

<p>Figure Events</p>	<p>OAS single ribbons will be awarded to the top six ranked athletes in each category. In the case of exhibition athletes ranked in the top six, duplicate awards will be given.</p>
<p>10U, 11-12, Youth & Adapted: Routine Score</p>	<p>OAS single ribbons will be awarded to the top six routine scores in all 10U, 11-12, Youth and Adapted Routine events.</p>
<p>10U, 11-12, Youth & Adapted: Championship Score</p>	<p>OAS Medals (rank 1-3) and OAS Double Ribbons (rank 4-6) will be awarded to the top six championship scores in all 10U, 11-12, Youth and Adapted Routine events.</p>
<p>Junior & Senior Technical & Free Routines</p>	<p>OAS Medals (rank 1-3) and OAS Double Ribbons (rank 4-6) will be awarded to the top six scores in all Junior and Senior Technical and Free events.</p>
<p>Combo & Acrobatic Routines</p>	<p>OAS Medals (rank 1-3) and OAS Double Ribbons (rank 4-6) will be awarded to the top six scores in Combo & Acrobatic Routine events.</p>
<p>Mixed Ability Events</p>	<p>OAS Medals (rank 1-3) and OAS Double Ribbons (rank 4-6) will be awarded to the top six scores in Mixed Ability Team and Duet events.</p>

05
COMMUNICATION
& MEDIA

Email Policy	Entry and registration correspondence as required will be done through email using registrar contact information.
Communications	<p>Meet packages and relevant information will be distributed by email through the OAS Communications account.</p> <p>Competition information, schedules and results will also be made available on the OAS website and on the Sportity app.</p>
Sportity	<p>The Sportity App is used to store meet information packages, schedules, publish results and other pertinent information throughout the competition.</p> <p>The password for this event is: ONChamps2023</p> <p>The Sportity app can be downloaded from the App Store or from Google Play.</p>
Event Photography	<p>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 website following the event.</p> <p>During events, flash photography is prohibited.</p>
Streaming	<p>Competition events will be streamed live on the OAS Facebook page.</p> <p>Please note that, occasionally, streams may be blocked by copyright detectors. Streaming will return as soon as possible in these instances.</p>

06
**ATHLETE
PARTY**

<p>Event Details</p>	<p>Waterloo Region Artistic Swimming Club will be hosting the 2023 Ontario Open Championships Athlete Party on Thursday, May 25th from 5:00pm-8:00pm at the Adventure Bay Water Park adjacent to the Windsor Aquatic Centre.</p> <p>This event includes:</p> <ul style="list-style-type: none"> • Pizza & ice cream party from 5:00 PM - 6:00 PM • Exclusive athlete use of the Adventure Bay Water Park from 6:00 PM - 8:00 PM <p>Please note that this event is optional.</p>
<p>Cost & Payment</p>	<p>The cost for this event is \$35 per athlete.</p> <p>Payment can be sent to swimforwrasc@gmail.com.</p>
<p>Party Registration</p>	<p>To register for this event, please use the registration form here.</p>

07
ACCESSIBILITY

<p>Accommodation Requests</p>	<p>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, click here.</p>
<p>Accessibility Coordinator</p>	<p>The accessibility coordinator for this meet will be Erika Lindner.</p>

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
- 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 INFORMATION

Hotel	Best Western Plus Waterfront Hotel	Holiday Inn Express Windsor Waterfront	Double Tree by Hilton Windsor Waterfront
Address	277 Riverside Drive W. Windsor, ON N9A 5K4	33 Riverside Drive E, Windsor, ON N9A 2S4	333 Riverside Drive W, Windsor, ON N9A 7C5
Contact Info	(519) 973-5555	(519) 258-7774	(519) 977-9777
Booking Reference	OAS	OAS	OAS
Proposed Rates (Not Including Tax)	Two Queen Beds - \$149.00 King Bed - \$149.00	Two Queen Beds - \$169.00 King Bed - \$169.00	Two Queen Beds - \$189.00 King Bed - \$189.00
Parking	\$15 per night (with in & out privileges)	\$15 per night (with in & out privileges)	\$15 per night (with in & out privileges)
Breakfast	Not Included	Included	Not Included
Distance to Pool	450m (6min walk)	650m (8min walk)	400m (5min walk)
Booking Deadline	April 24, 2023	April 24, 2023	April 24, 2023

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

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
- 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 INFORMATION (CONT.)

Hotel	TownePlace Suites by Marriott Windsor	Four Points by Sheraton
Address	250 Dougall Ave, Windsor, ON N9A 7C6	430 Ouellette Ave, Windsor, ON N9A 1B2
Contact Info	(519) 977-9707	(519) 256-4656
Booking Reference	OAS	OAS
Proposed Rates (Not Including Tax)	Two Queen Bed-\$154	Two Queen Bed-\$139.00
Parking	\$15 per night (NO in & out privileges)	\$15 per night (NO in & out privileges)
Breakfast	Included	Not Included
Distance to Pool	400m (5min walk)	850m (10min walk)
Booking Deadline	April 24, 2023	April 24, 2023

**Please note that it is the Club's responsibility to book their own accommodations. 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, [click here](#).

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 [OAS Injury Report Form](#).

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.