

ISSA HIGH SCHOOLS'/ASAJ **TERTIARY INSTITUTIONS SWIM MEET** **NOVEMBER 24, 2017**

ASAJ SANCTION #: 31719

VENUE: National Aquatic Centre, Independence Park, Kingston 6 - (50M pool)

DATES & TIMES: Friday, November 24, 2017 8:30 A.M. (Session 1) and 1:30 P.M. (Session 2)

The Pool will be opened one and a half (1 ½) hours before starting time.

OPENING CEREMONY: Friday, November 24, 2017 8:15 AM

ELIGIBILITY: All High Schools, Universities and Tertiary Institutions are invited to attend.
Ages for the Meet shall be as of midnight August 31, 2017.

ENTRY LIMITS: Number of events per swimmer - Five (5), excluding relays.
Number of individual entries per School three (3) swimmers per event (excluding 50 free) **See note below**
Number of entries per School for Relays - Two (2) Team per relay event.

- ◆ **Entry limit in open events is three (3) per School.**
- ◆ **All Events will be swum as timed finals.**
- ◆ **Entry limit for 50m Free - Five (5) Swimmers per School**

ENTRY FEES: There is no entry fee for schools registered with the Inter-Secondary Schools Sports Association (ISSA.) For all other teams, the following entry fees apply: -
J\$300.00 per swimmer and J\$450.00 per Relay entry.

RULES: Except as indicated in this Summons, FINA rules and ASAJ By-laws in force at time of competition will apply. Refer to additional Rules and Regulations on page #2 of this Summons.

PROGRAMME: All events will be swum as timed finals. See attached programme.

EVENT ENTRY

DEADLINE: **4:00 p.m. on Friday, November 10, 2017. ENTRIES WILL ONLY BE ACCEPTED VIA HYTEK SOFTWARE. MANUAL ENTRIES WILL NOT BE ACCEPTED.**

Hy-tek entries must be emailed to aquaticsja@gmail.com. The entry list (sorted by swimmer) from Hy-tek Team Manager **MUST** accompany the entries, duly signed by the Principal of the School, and stamped. Paper copy of the entries may be delivered to the ASAJ office at the National Aquatic Centre, Independence Park, Kingston 6 or faxed to 920-6219 or emailed to aquaticsja@gmail.com. Schools submitting the list by fax **MUST** call telephone number 920-6229/30 to confirm the number of pages received and that the pages are legible

ISSA Schools and Intercol Institutions - All swimmers from ISSA Schools and Intercol Institutions **MUST** be registered via brawtasports.net. **1.** Register online

ISSA Swim Meet

(Roster and academic submission opens 16th – 27th October, 2017) @www.brawtasports.net. If password has not already been obtained, please contact BrawtaSports for access at: operations@brawtadsports.net. **2.** Generate ISSA Registration Submission document which **MUST** be signed by the Principal at the end of the registration process. **3.** Submit the ISSA Registration Submission document to the ISSA Offices on or before the stated deadline. **4.** Print the Submission Status document from the system and submit to the ASAJ. **This is in addition to the entries sent to the ASAJ in electronic form using Hy-tek software and e-mailed to: aquaticsja@gmail.com; Entries MUST first be submitted to BrawtaSports for verification.**

NON-ISSA Schools - Hardcopy Entry Reports and Entry Fees must be delivered to the ASAJ office at the National Aquatic Centre, Independence Park, Kingston 6.

TECHNICAL MEETING: *There will be no technical meeting. All entries MUST be sent via Hy-Tek Software. Entries as submitted will be returned for verification. Any corrections of changes must be forwarded by email.*

SAFETY FIRST: Life Guards will be on duty. Swimmers and Team Officials who do not comply with the Life Guard's command will be excluded from further participation in the Competition and must leave the pool compound.

NOTE

1. **ENTRY TIMES MUST BE STATED IN THE ENTRY FOR EACH EVENT ENTERED**
2. **RELAY ENTRIES MUST BE INDICATED ON THE ENTRY FORM WITH ENTRY TIME**
3. **DATE OF BIRTH OF EACH COMPETITOR MUST BE ENTERED CORRECTLY IN HY-TEK.**

ADDITIONAL RULES AND REGULATIONS

General

1. Arm Bands will be provided for Officials and Coaches. ID cards will be provided to all ISSA Registered Swimmers.
2. Each swimmer is required to present their I.D. card at the entrance gate for the Meet. Swimmers who fail to present their ID card will have to pay the prescribed entry fee. Abuse of these entry regulations will result in confiscation of the ID card and the appropriate disciplinary action taken against the offender and the respective school.
3. **Schools are required to provide volunteers to act as timekeepers and perform other functions essential to the smooth running of the competition.** Armbands will be issued to those schools who submit the names of their volunteers with the entries. Volunteers **MUST** report to the Meet Director at least **sixty (60) minutes** before the start of the session. **Schools that do not provide the following number of volunteers will not be allowed to participate in the competition;**
 - ❖ 1-10 swimmers entered - 1 volunteer per session
 - ❖ 11-20 swimmers entered - 4 volunteers per session
 - ❖ 21 & more swimmers entered - 5 volunteers per session

NB: TEAM ARM BANDS WILL NOT BE GIVEN TO THE SCHOOLS UNTIL THE NAMES OF THEIR VOLUNTEERS HAVE BEEN SUBMITTED TO THE ASAJ OFFICE

DECK ENTRIES

Deck Entries will be allowed at the discretion of the Referee. Swim times will be included in the final results, but will not score points nor be eligible for awards. A fee of \$300.00 per event will be charged. Consideration for Deck Entries will apply based on the following conditions: -

1. The request must be made at the start of the Session for which it applies.
2. Selection is based on a first come basis subject to availability of lane(s).

MARSHALLING

1. There will be no Marshalling Area for the Meet. The next heat must be behind the blocks while the current heat is in progress.

2. The coaches are responsible to get their swimmers to the starting block. It is the responsibility of the swimmer to swim in the correct lane and heat assigned. If a swimmer swims in the wrong lane or heat then the swimmer will automatically be disqualified.
3. Once the swimmers are under the Starter's orders and he/she has taken control of the race (after second whistle) no swimmer may then enter the race. If this occurs the swimmer will be disqualified and not allowed to swim in the particular event.

ENTRIES AND RESULTS

1. Competitors will only be allowed to swim in their respective Age Group. If competitors swim outside of their Age Group the offending school will be disqualified from the competition.
2. Substitutions will not be allowed in either the Individual or Relay events. Only the named swimmer entered in the respective event will be allowed to compete. Schools found in violation of this will be disqualified from the competition.
3. All swimmers entered must be registered with their respective Schools and BrawtaSports.
4. As per ISSA rules, swimmers who transfer between Government High Schools between grades 7-11 are ineligible to compete for a new school for one (1) year.
5. All scratches and name spelling corrections and checking of the original entry are to be done via email response after receiving the entries as submitted by Hy-Tek..
6. Relay cards are in duplicate. The original must be handed in to the Recorder thirty (30) minutes before the start of the first event of the particular session. The copy must be handed to the Head Lane Time-keeper at the beginning of the event. Any change must be made at least four (4) events prior to the scheduled event number, after that on presentation of a medical certificate only. The swimmers must be named in order of swimming in accordance with FINA rules.
7. No late entries will be accepted unless in very extreme circumstances at the discretion of the ISSA and the Meet Coordinator.
8. Mixed gender relays for Universities/Tertiary Institutions are to comprise of two (2) males and two (2) females. They can swim in any order deem necessary by the team manager but this must be stated on the relay form.

AWARDS AND POINTS

1. Points for each event will be awarded as follows: 9, 7, 6, 5, 4, 3, 2, 1 for places first to eighth respectively for individual events. For relays the points will be; 18, 14, 12, 10, 8, 6, 4, 2 for places 1st to 8th respectively. **Points will be awarded separately for the 17-18 (High) and University/Tertiary Institutions.**
2. High School - Medals will be awarded for places first to third for each event. Universities/Tertiary Institutions - Medals will be awarded separately for places first to third.
3. **A High Point Trophy will be awarded to the top individual point scorer in each Age Group female and male.**
4. Trophies will be awarded as follows:
 - ❖ There will be **no** trophy for a combined/overall winning school in the High Schools section;
 - ❖ There will be a trophy for the school that wins the female and male division (all high schools);
 - ❖ **There will be a trophy awarded to the top female and male school registered with ISSA;**
 - ❖ There will be a trophy for the overall winning University/Tertiary Institution.

**ORDER OF EVENTS FOR THE 2017 ISSA/ASAJ SWIM MEET
For High Schools, Universities and Tertiary Institutions**

AFTERNOON SESSION

MORNING SESSION				MORNING SESSION			
Event #	Event	F/M	Age Group	Event #	Event	F/M	Age Group
1-2	100M Breaststroke	F/M	Open	29-30	200M Ind, Medley	F/M	Open
3-4	200M Freestyle	F/M	Open	31-32	100M Freestyle	F/M	12 & under
5-6	50M Backstroke	F/M	12 & under	33-34	100M Freestyle	F/M	13-14
7-8	50M Backstroke	F/M	13-14	35-36	100M Freestyle	F/M	15-16
9-10	50M Backstroke	F/M	15-16	37-38	100M Freestyle	F/M	17 & over
11-12	50M Backstroke	F/M	17 & over	39-40	50M Breaststroke	F/M	12 & under
13-14	50M Freestyle	F/M	12 & under	41-42	50M Breaststroke	F/M	13-14
15-16	50M Freestyle	F/M	13-14	43-44	50M Breaststroke	F/M	15-16
17-18	50M Freestyle	F/M	15-16	45-46	50M Breaststroke	F/M	17 & over
19-20	50M Freestyle	F/M	17 & over	47-48	50M Butterfly	F/M	12 & under
21-22	4 x 50M Free Relay	F/M	12 & under	49-50	50M Butterfly	F/M	13-14
23-24	4 x 50M Free Relay	F/M	13-14	51-52	50M Butterfly	F/M	15-16
25-26	4 x 50M Free Relay	F/M	15-16	53-54	50M Butterfly	F/M	17 & over
27-28	4 x 50M Free Relay	F/M	17 & over	55-56	4 x 50M Med. Relay	F/M	12 & under
				57-58	4 x 50M Med. Relay	F/M	13-14
				59-60	4 x 50M Med. Relay	F/M	15-16
				61-62	4 x 50M Med. Relay	F/M	17 & over