

## 23rd Annual PCS Christmas Cracker

December 5th - 7th, 2025

Sanctioned by Swim BC (DRAFT)

Pacific Coast Swimming would like to acknowledge that the land on which we gather is the traditional, ancestral, unceded territory of the lək'wəŋən peoples and W̱SÁNEĆ peoples..

**Host:** Pacific Coast Swimming

**Meet Manager(s):** Mike Sanborn

[meets@pacificcoastswimming.com](mailto:meets@pacificcoastswimming.com)

**Meet Referee:** Mac Macdonald

**Volunteer Coordinators:** Jamie Hilbert & Anna Hunt

[volunteerPCS@gmail.com](mailto:volunteerPCS@gmail.com)

**Venue:** Saanich Commonwealth Place (SCP), 4636 Elk Lake Drive, Victoria, BC, V8Z 5M1

### Pool & Facilities:

- Two 8 x 25m competition pools separated by a bulkhead
- 4 x 25m lanes in dive tank for warm up & warm down
- Quantum-Omega electronic timing, touch pads & scoreboard
- Coffee shop available on site.

### Format:

- Heats and Finals

### 1. Eligibility

- All swimmers must be registered with Swim BC, Swimming Canada, or other World Aquatics recognized club.
- Age groups for this meet are 12&Under, 13-14, and 15&Over.
- Swimmer age is based on the first day of competition.

### 2. Safe-Sport

- Swim BC believes that athletes, coaches, officials, support staff and volunteers have the right to participate in a safe and inclusive sport environment that is free of abuse, harassment, and discrimination.
- Swim BC is dedicated to providing a safe and inclusive environment, which involves promoting Open and Observable Environments. This means making meaningful and concerted efforts to avoid situations where a coach/official/staff member, etc. might be alone with an athlete. All interactions between an athlete and an individual who is in a position of trust should normally, and wherever possible, be in an environment or space that is both 'open' and 'observable' to others.
- Swimmer only washrooms are designated for the team change rooms at the East Pool start end. All other washrooms in Saanich Commonwealth Place are designated for public use including for volunteers, coaches, officials. Public washrooms are located on the pool deck at the West Pool start end, SCP lobby, café, and library.
- All participants in this event are reminded that they are bound by Swim BC's Policies and Procedures, including but not limited, to the Code of Conduct and Ethics

policy, the Gender Equity policy and the Screening and CRC policy.

- Deck changes are explicitly prohibited.
- Washrooms in the facility are not to be used for changing. Athletes are required to use the team changeroom or primary changerooms for changing to maintain access to washroom facilities.

**Table 1: Warm-Up and Session Times**

| Friday December 5th, 2025   |         |                   |
|-----------------------------|---------|-------------------|
| Prelims.                    | Warm-Up | 8:00 am - 8:50 am |
|                             | Start   | 9:10 am - 1:30 pm |
| Finals                      | Warm-Up | 4:00 pm - 4:50 pm |
|                             | Start   | 5:10 pm - 8:30 pm |
| Saturday December 6th, 2025 |         |                   |
| Prelims.                    | Warm-Up | 8:00 am - 8:50 am |
|                             | Start   | 9:10 am - 1:30 pm |
| Finals                      | Warm-Up | 4:00 pm - 4:50 pm |
|                             | Start   | 5:10 pm - 8:30 pm |
| Sunday December 7th, 2025   |         |                   |
| Prelims.                    | Warm-Up | 8:00 am - 8:50 am |
|                             | Start   | 9:10 am - 1:30 pm |
| Finals                      | Warm-Up | 3:30 pm - 4:20 pm |
|                             | Start   | 4:30 pm - 7:30pm  |

**Table 2: Key Dates and Deadlines**

| Trigger                             | Deadline                                                                                       |
|-------------------------------------|------------------------------------------------------------------------------------------------|
| Entries                             | Tuesday, November 25th, 2025                                                                   |
| No-Charge Scratch                   | Saturday, November 29th, 2025                                                                  |
| Fee Payment                         | 9:00 am Friday December 5th, 2025                                                              |
| Positive Check-in (800 & 1500 Free) | 9:00 am the day the event is swum                                                              |
| Finals Scratch                      | 30 min. following the completion of the day's preliminary events (not including times finals). |
| Relay Names                         | 60 min prior to the start of the session in which the relay is to be swum.                     |

### 3. General information

- Preliminaries will swim in two pools, senior seeded slowest to fastest, for all age groups combined. Pool assignment will be by team.
- To preserve timeouts, Meet Management may swim Finals Events in two pools broken out by gender.
- Para swimmers are welcome to compete, and classification numbers must accompany entries. This is not a para sanctioned meet.

- d) Meet Management reserves the right to limit/alter the meet to fit timelines such as limit entries, move preliminary swims between pools for load balancing, and/or reschedule slower heats to the end of the session on the day the event is swum. Affected teams will be notified as soon as possible of the changes.
- e) Teams requesting official splits are responsible for supplying timers for their swimmers.

#### 4. Meet Rules

- a) This meet will be conducted under Swimming Canada rules and regulations.
- b) Swim BC warm-up safety procedures will be in effect and will be monitored by safety marshals.
- c) Starts will be conducted from Starting Platforms (blocks) as per World Aquatics II.4.1 and II.16.1.4. from both ends.
- d) The Starter shall report a swimmer to the Referee for misconduct taking place at the start of a race as per Swimming Canada Part II 2.3.2. The "misconduct" shall include but is not limited to (C.2.3.2.1):
  - i) Deliberate or negligent acts such as spitting, spouting of water, or blowing the nose in the pool or on the pool deck immediately prior to the start may be considered misconduct.
  - ii) Deliberate kicking or striking of the starting platform, including the back plate prior to the start.
  - iii) Unsafe or uncontrolled entry into the pool immediately prior to the start of a race. All swimmers must enter the pool with a controlled, feet-first entry.

The Referee may disqualify a swimmer for such misconduct.

- e) During events only one (1) swimmer per lane is permitted.
- f) All swimmers are permitted to race with the swimwear of their choosing at all competitions sanctioned by Swim BC. It is not required to declare the choice of swimwear to the Referee if the fabric of the swimwear is a permeable open mesh textile and would not reasonably be seen to create a technical advantage in terms of speed, buoyancy, or endurance.
- g) Dive lanes (2) will be open in each competition pool 20 minutes prior to the end of warm-up. There will be no pace lanes designated for warm-ups.
- h) Parents are not permitted on deck unless volunteering for that session.
- i) In order to minimize risk, all photographs and video taken at Swimming Canada/Swim BC 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

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- allowed in the area immediately behind the starting blocks during practice or competition starts, or in locker rooms, bathrooms, or any other dressing area.
- j) ALL photographers and videographers must have applied for and received permission from Meet Management prior to the start of the meet to be on deck. Photographers must be representing a participating club and have the support of the club to be on deck, taking photos for the clubs use only. Requests for photographers can be sent to the Meet Manager. Flash photography is not permitted at the start of a race.
- k) Coaches are reminded that once competition begins, the field of play is reserved for swimmers, officials and support staff. Coaches are not permitted behind the starting blocks or at the turn end but are welcome to coach and encourage their swimmers from the sides of the pool.
- l) All participants are to respect the facility rules including: no food on deck, no deck changing and no outside shoes on deck.
- m) Teams are expected to keep their respective areas clean, including at the conclusion of each session.
- n) Coaches and volunteers: **please bring your own refillable water bottle (no glass containers)**. Water filling stations are available throughout the facility.
- o) This competition can provide the following accommodations for swimmers who are deaf or hard of hearing:
  - 1. Non-verbal instruction provided by a support person<sup>1</sup>
  - 2. Hand signals given by the starter/referee

Clubs must contact Meet Management by the Entry Deadline of the need for accommodations.

#### 5. Entries & Deadline

- a) The 23rd Annual PCS XMAS Cracker is a Closed-Invitational meet. Entries must conform to Entry Limits detailed in Section 6.
- b) The deadline for upload of entries to the SNC meet listings website is **Tuesday November 25th, 2025**.
- c) Entries must be submitted through the Swimming Canada website by the entry deadline.
  - i) Entries may only be submitted for swimmers whose registration is ACTIVE in the REMS database.
  - ii) All entry files must contain the complete and accurate information as required (the same as if uploading to the SNC online system) - this includes swimmer 9-digit ID #, name, correct date of birth, and gender.

<sup>1</sup> Note that the support person must show a status of "Registered" as support staff in the Swimming Canada registration system.

- d) Entry times are to be submitted in SC meters established to a hundredth of a second. LC times converted by HyTek's Team Manager or Team Unify will be accepted.
- e) To assist with building accurate timeouts, NT's will not be accepted for entries. Please include Swim Canada validated SC times or, at a minimum, estimated/ practice times for all entries where swimmers have NT's in their event.
- f) Relay event entries must include entry times for seeding and for building accurate timeouts.
- g) Entry fees must be received by meet management by **9:00 am** the first day of the meet.
  - i) Individual Events: \$13.00/event
  - ii) Relay Events: \$16.00/event
  - iii) In addition, Swim BC requires a \$5.00 per swimmer Competition Surcharge.
  - iv) Deck Entries: \$20/event
  - v) Please make cheques payable to Pacific Coast Swimmers' and Parents' Association (PCSPA). Entry fees can also be paid via e-transfer to [payments@pacificcoastswimming.com](mailto:payments@pacificcoastswimming.com)
- h) Scratch Procedures:
  - i) No Charge scratch deadline is Saturday November 29th, 2024. Email scratches to [meets@pacificcoastswimming.com](mailto:meets@pacificcoastswimming.com)
  - ii) Scratches received prior to midnight on November 30th, 2024 will not incur Meet fees.
  - iii) There is no scratch penalty for no-shows, step downs and unexcused and/or incomplete swims during prelims and/or time finals.
  - iv) The following rules apply for all finalists (A and B) plus alternates as listed on the official posting of prelims results.
    - For all final sessions, no-shows, step downs and unexcused incomplete swims will be considered "late scratches" and subject to the late scratch penalty of \$20. Fines are to be paid immediately. The swimmer and/or relay swimmers in question shall not swim subsequent events until the fine is paid.
    - For finals, the scratch deadline will be **30 minutes following** the completion of the preliminary events (excluding timed final events).
    - For finals, email scratches will not be accepted.
- i) Deck entries will be accepted up until **60 minutes prior** to the start of the session for empty lanes only. No new Heats will be created. Deck entries will be exhibition swims only, and do not qualify swimmers for Finals or awards.
  - i) Deck entries will only be available for the pool the swimmer's team is assigned to for the day.

- j) Deck entries must be paid in cash in advance of the swimmer being able to race in that event.
- k) Deck entries for swimmers not already in the meet must be accompanied by proof of current registration, including name (spelling as it appears in SNC registration system), date of birth, and SNC registration number.

### 6. Entry Limits

- a) The total number of swimmers attending the meet will be limited to 700.
- b) Individual entries are limited to 8 events per swimmer. Meet Management reserves the right to limit or reduce entries to ensure reasonable session lengths.
- c) Limits for the 400, 800, and 1500 events are as follows:
  - i. 400 Free = 16 each age group, each gender.
  - ii. 400 IM = 16 each age group, each gender.
  - iii. 800 Free = 24 entries for each gender regardless of age; entry standard of 12:30.00.
  - iv. 1500 Free = 24 entries for each gender regardless of age; entry standard of 23:30.00
  - v. Limits are based on entry time (e.g. fastest 24 entries for 800m freestyle for each gender).
  - vi. Clubs will be advised of unaccepted entries as soon as possible, with the option to replace with an alternate event.

### 7. Individual Events

- a) Stroke 50's other than freestyle (50m fly, back, and breast) will be swum in preliminaries and finals, with an A Final only.
- b) All other individual events 200m or less will be seeded slowest to fastest, in open age groups. Finals will swim in age groups: 12&U, 13-14 and 15&O.
  - i) An optional 17&O age group will be added based on entries.
- c) Finals will be allocated as follows based on entries received at the entry deadline:
  - i) There will be a Consolation "B" Final for all events with 32 or more entries for each of the 12&U and 13-14 age groups.
  - ii) There will be a B Final for events with more than 20 entries for the 15&O age group.
  - iii) For events where there are greater than 12 entrants that are 17 or over, they will have their own 17&O age group with an A Final only.
- d) B Finals will be swum after the completion of the A Finals.
- e) Finals will be swum in one pool, however at the discretion of meet management finals may be swum in two pools separated by gender in order to maintain session timeouts.
- f) The slate of available finals based on entries will be communicated in advance of the preliminary sessions for each day.

### 7.1 400m events (400 Free and 400 IM)

- a) These events will have A Finals only.
- b) Finals will swim in age groups: 12&U, 13-14 and 15&O.
- c) If there are more than 12 entries as of the entry deadline aged 17 or older per gender in prelims, a separate A final will be added for the 17+ age group. In this case, A finals will be held for the following age groups: 12 & Under, 13-14, 15-16, and 17 & Over.

### 7.2 800 Free and 1500 Free events

- a) These events will be swum as timed finals.
- b) Swimmers are limited to 1 distance event only (800m or 1500m Free).
- c) Positive check-in deadline for 800m and 1500m events is **9:00 am on the day** the event is to be swum.
- d) The top 8 entries with positive check-in for each gender, regardless of age, will swim at the end of Friday Finals (for 1500 Free) and Sunday Finals (for 800 Free). Slower heats will swim in Prelims, all ages combined.
- e) Swimmers will be seeded by time but awarded by age group.
- f) Heats swum in prelims will be fastest to slowest alternating girls' and boys' heats, if feasible.

## 8. Relay Events

- a) Clubs may enter a maximum of 3 relay teams per age group per gender.
- b) Relay name changes are to be submitted to the Administration Desk no later than **60 minutes prior** to the start of the session in which the relay is to be swum.
- c) There are no qualifying times for relays; however, please submit entry times for seeding purposes.
- d) Relays are timed final events and will be swum at the beginning of the Friday and Saturday finals sessions.
- e) There are no relays scheduled for Sunday.
- f) Swimmers may swim up in relay events but may not swim on more than one relay team per age group.
- g) Relays may be swum in 2 pools at the discretion of meet management.

## 9. Awards

- a) Magic Number prizes for times ending in **.23** (for example 1:00.23).
- b) Large pizza for 400 IM winners per age group and gender.
- c) Best time prizes will also be awarded by draw (3 female, 3 male).
- d) Seasonal prizes will be distributed among top-3 finals performances by random draw.
- e) There is no team scoring for this meet.

## 23rd Annual PCS Christmas Cracker

December 5th - 7th, 2025

Sanctioned by Swim BC (DRAFT)

### Event Order

| Female Event # | Friday Dec. 5th Prelims | Male Event # |
|----------------|-------------------------|--------------|
| 1              | 50 Fly                  | 2            |
| 3              | 200 Free                | 4            |
| 5              | 50 Back                 | 6            |
| 7              | 200 IM                  | 8            |
| 9              | 50 Breast               | 10           |
| 11             | 1500 Free (TF)          | 12           |

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| Female Event # | Friday Dec. 5th Finals   | Male Event # |
|----------------|--------------------------|--------------|
| 201            | 12&U Relay 4x50 Medley   | 202          |
| 203            | 13-14 Relay 4x50 Medley  | 204          |
| 205            | 15&O Relay 4x50 Medley   | 206          |
| 1              | 50 Fly (A Final Only)    | 2            |
| 3              | 200 Free                 | 4            |
| 5              | 50 Back (A Final Only)   | 6            |
| 7              | 200 IM                   | 8            |
| 9              | 50 Breast (A Final Only) | 10           |
| 11             | 1500 Free **             | 12           |

| Female Event # | Saturday Dec. 6th Prelims | Male Event # |
|----------------|---------------------------|--------------|
| 13             | 400 Free                  | 14           |
| 15             | 100 Breast                | 16           |
| 17             | 200 Back                  | 18           |
| 19             | 100 Free                  | 20           |
| 21             | 200 Fly                   | 22           |

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| Female Event # | Saturday Dec. 6th Finals | Male Event # |
|----------------|--------------------------|--------------|
| 207            | 12&U Relay 4x50 Free     | 208          |
| 209            | 13-14 Relay 4x50 Free    | 210          |
| 211            | 15&O Relay 4x50 Free     | 212          |
| 13             | 400 Free (A Final Only)  | 14           |
| 15             | 100 Breast               | 16           |
| 17             | 200 Back                 | 18           |
| 19             | 100 Free                 | 20           |
| 21             | 200 Fly                  | 22           |

| Female Event # | Sunday Dec. 7th Prelims | Male Event # |
|----------------|-------------------------|--------------|
| 23             | 400 IM                  | 24           |
| 25             | 100 Fly                 | 26           |
| 27             | 50 Free                 | 28           |
| 29             | 100 Back                | 30           |
| 31             | 200 Breast              | 32           |
| 33             | 800 Free (TF)           | 34           |

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| Female Event # | Sunday Dec. 7th Finals | Male Event # |
|----------------|------------------------|--------------|
| 23             | 400 IM (A Final Only)  | 24           |
| 25             | 100 Fly                | 26           |
| 27             | 50 Free                | 28           |
| 29             | 100 Back               | 30           |
| 31             | 200 Breast             | 32           |
| 33             | 800 Free **            | 34           |

\*\* = Fastest heats by gender.

<< = Finals scratch deadline 30 minutes following completion of this event.



# COMPETITION WARM-UP SAFETY PROCEDURES

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For all Swim BC sanctioned competitions, Meet Management must ensure the following warm-up safety procedures are implemented. Coaches, swimmers, and officials share responsibility for adhering to these guidelines during all scheduled warm-up periods. Coaches are encouraged to support Safety Marshals in promoting a safe environment.

## GENERAL WARM-UP

- Swimmers must enter the pool **FEET FIRST** in a cautious manner, entering from a start or turn end only and from a standing or sitting position.
- Swimmers shall always be aware of their surroundings and keep the end walls clear.
- Running on the pool deck and running entries into the pool are prohibited.
- Meet Management may designate the use of sprint or pace lanes during the scheduled warm-up time. Any such lane usage must be communicated through a pre-competition handout or announcement and visible through on deck signage.
- **Swim BC recommends that**, where lane density exceeds 20 swimmers per lane SC or 40 swimmers per lane LC, Meet Management split warm-up to ensure a safe environment (swimmers per lane) exists (i.e. by club, gender or age). A split warm up must be communicated in some fashion prior to the start of warm-up. This can be through a pre-competition handout or email, a technical meeting, or a general announcement.
- Diving starts shall be permitted only in designated sprint lanes. Only one-way swimming from the start end of sprint lanes is permitted.
- Swimmers exiting sprint lanes must exercise caution and remain aware of their surroundings. When crossing into other lanes, they shall ensure they do not interfere with ongoing sprint activities, pace work, or lanes designated for Para swimmers.
- Coaches shall decide if their swimmer is ready to safely participate in pace work in designated pace lanes and must be directly supervised by their coaches.
- Pools with backstroke starting ledges available may offer a designated lane for backstroke starts at meet management's discretion. (This is not mandatory if not enough general lane space is available for the number of swimmers in the meet.)
- Notices or barriers must be placed on starting blocks to indicate no diving during warm-up.
- Pre-event training shall be managed by the coaches and will have sufficient lifeguards on deck. There will be no Safety Marshals in place during pre-event training.
- Safety marshals will only be placed in the competition pool when warm-ups take place.

## EQUIPMENT

- Only Kick Boards, Pull-Buoys, Ankle Bands, and Snorkels are permitted for use in the main warm-up pool during warm-up.
- Hand paddles and flippers are permitted for use in a secondary warm-up pool only (where available), at Meet Management's discretion and recommended only for national events or senior competitions.
- At Meet Management's discretion and based on available space, the Meet Manager may permit use of tubing or cord assisted sprinting in designated lanes and during specific times of the warm-up only. It is recommended that this only be allowed in secondary warm-up pools as space allows. Coaches are responsible for equipment reliability and use. This is recommended only for national events or senior competitions.

## VIOLATIONS

***It is recognized that there is a level of interpretation and common sense that must be applied when applying these guidelines. Diving headfirst quietly into an empty pool at the start of warm-up is not the same as diving headfirst into a crowded lane. Judgment and context are required. This section is specific to diving violations and not equipment.***

- Swimmers witnessed by a Safety Marshal diving or entering the water in a dangerous fashion may be removed, by the Referee, without warning from their next individual event following the warm-up period in which the violation occurred. The swimmer's name and club shall be registered with the Meet Manager.
- In the case of a second offense during the same competition the swimmer shall be removed from the remainder of the competition by the Competition Coordinator/Meet Referee.

## SAFETY MARSHALS

The Safety Marshal is a trained position designated by Meet Management. Judgment, tact and confidence is required and therefore the Safety Marshal should ideally be a more experienced official, whenever possible.

Safety Marshals shall:

- Be visible by safety vest.
- Be briefed thoroughly on the warm-up procedures
- Be situated at each end of the competition pool. Actively monitor all scheduled warm-up periods during competition days;
- Ensure participants comply with warm-up safety procedures and report violations to the Referee.

A minimum of 2 safety marshals are recommended for each of the 25m warm-up pools in use during short course competitions, and a minimum of 4 safety marshals are recommended for 50m warm-up pools in use during long course competitions.

Depending on the level of competition, Safety Marshals have a role in helping work with coaches and swimmers to ensure a safe warm-up environment. This may include educating a younger swimmer on the procedures or communicating a concern to a coach.

## PARA-SWIMMER NOTIFICATION

- Coaches are requested to notify Meet Management of any Para swimmers participating in warm-ups. Meet Management may designate a Para swimmer lane for warm-up when necessary.
- Where a para lane is designated, only classified swimmers may use it. Violations may lead to disciplinary action.

The following statement must appear in all Swim BC sanctioned meet information and posted notices:

**“SWIM BC COMPETITION WARM-UP SAFETY PROCEDURES WILL BE IN EFFECT AT THIS MEET.”**