



Committed to achieving an Olympic and/or World Championship podium performance by an Ontario trained athlete, individually or as a member of a Canadian relay team.

August 6, 2015

SOOC Bulletin

2015 Ontario Officials Seminar

As part of the Swim Ontario Conference weekend, there will be an Officials Seminar offered on Saturday, September 26th from 9am to 3pm. Regional Official Representatives, Club Official Chairs, Club Official Administrators, Meet Managers, and any Level 3 to 5 officials are encouraged to attend. A full itinerary and registration links can be found [HERE](#).

Dress Code

With the new attire initiative from Swimming Canada ([OCRC Bulletin](#)), many clubs are asking about the dress code for Ontario Officials. The Swim Ontario Officials Committee (SOOC) will implement a transition period for Ontario officials to this new attire. The current dress code, implemented in April of 2014 (white tops and black bottom), will continue for this fall. The SOOC anticipates this transition period to coincide with Olympic Trials which will be hosted by Swim Ontario at the Toronto Pan Am Sport Centre in April of 2015. **Watch for updates on the dress code.**

FAQs regarding [July 24th communication](#) and [July 31st memo to officials](#)

Q: *What happens if I cannot get my officials information in the [Excel template](#) before August 10th?*

A: Swim Ontario wanted to provide clubs with a means of transferring information they currently had (possibly already in an Excel format) into the new Swimming Canada registration system (Method 1). The deadline of August 10th was provided in order to ensure Swimming Canada received the information before they shut down (August 20th) for their yearly maintenance. Swim Ontario does plan on doing other uploads once the system reopens on September 1 (every two weeks for a couple of months) if clubs were unable to collect the information before the August 10th deadline.



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Q: How are clubs to proceed with collection of [PIPEDA Consent forms](#) and [Code of Conduct forms](#)?

A: Clubs are to collect and keep on file PIPEDA and Code of Conduct Forms for their officials. They do not need to be sent to Swim Ontario. They can be collected via email, fax (if available), regular mail or in person at registration nights, welcome back BBQs or first swim meets. Independent officials will send their forms to Swim Ontario. They can be scanned and emailed, faxed or use regular mail (see contact information below). Digital signatures are acceptable on the forms.

Q: Can a club have more than one COC/COA?

A: Yes. Clubs must submit an [ADDITIONAL USER ACCESS WAIVER Form](#) for each of their COCs/COAs.

Information regarding Police Record Checks and Support Letters

The Swim Ontario screening policy indicates that Level 4 & 5 officials must obtain a Police Record Check (PRC) that is dated no earlier than 6 months from date of submission.

- They do not require a Vulnerable Sector Check.
- This PRC will be good for 5 years with their club until which time another PRC must be submitted.
- The PRCs for club affiliated officials are to be submitted to the Clubs and not Swim Ontario.
- Support letters are available to help reduce the cost of the PRC. Clubs can use the following template for volunteers to obtain a PRC
[Support Letter for PRC – Template for Clubs](#)
- Independent officials may contact officials@swimontario.com to obtain a support letter. Their PRC should be submitted to Swim Ontario.

Contact Information

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