



## Swim Wales Winter Championships 2018

Incorporating the Welsh Short Course Nationals

30<sup>th</sup> of November to 2<sup>nd</sup> of December 2018

#SWWC18



### Our Vision

A world leading National Governing Body delivering excellence, **inspiring** our nation to **enjoy, participate, learn** and **compete** in Welsh aquatics.

### Ein Gweledigaeth

Corff Llywodraethu blaenllaw sy'n cynnig rhagoriaeth, gan **ysbrydoli** cenedl i **fwynhau, cymryd rhan, dysgu** a **chystadlu** mewn campau dŵr yng Nghymru

## Meet Summary

The Swim Wales Winter Championships is a competitive open event aimed at top ranked swimmers. The event this year will be swam short course and incorporates the Welsh Short Course Age Group Championships.

Event webpage: <http://www.swimwales.org/events/swim-wales-short-course-championship-2018>

License number: 2WL180060

Venue: Wales National Pool, Swansea, SA2 8QG.

Please use the following web link for all information relating to the venue including car parking fees, on site facilities and general venue information:

<https://www.walesnationalpoolswansea.co.uk/>

### Entry Conditions:

1. Entries will be considered from swimmers who hold a valid membership with Swim Wales, Swim England, SASA or competitors from one of the affiliated FINA countries.
2. Entries will not be taken on a first come first served basis for this event. All entries submitted will be considered, a confirmed entry list will be published after close of entry.
3. In the event of over subscription scratches will be made at the discretion of event management.
4. All competitors must have better or equaled the published qualification times in a designated or license meet (Swim Wales, Swim England, SASA and British Swimming).
5. Consideration times:
  - a. The most current time available on rankings will be used for entry.
  - b. Times will be taken at the point of entry from rankings and will not be updated, amended or refunded (unless medical) after entry is submitted.
  - c. We will not accept; converted, split or relay times.
  - d. Long course and short course times will be accepted for this meet.
  - e. Consideration times will be accepted from the 1<sup>st</sup> of January 2018
  - f. Para-swimming consideration times are available on the event webpage
6. It is the swimmers responsibility to check the draft entry list and inform event management of discrepancies or errors. Any discrepancies must be raised within the indicated window.
7. Entries are submitted for consideration via an online entry system. Payment for entries will be taken at the point of entry online via PayPal using direct/credit card.
8. Overseas and para-swimmer entries are submitted via a manual entry application process, please email [events@swimming.org](mailto:events@swimming.org) for more information.
9. Entries will open 12<sup>th</sup> October 9am and close 9<sup>th</sup> November 1pm.
10. Event entry costs £10 per entry
11. Age of competitors will be taken as 31<sup>st</sup> December 2018.

### Meet conditions:

1. Heats will be swum seeded by time regardless of age as follows:  
15/16 and 17+ morning heats

- 11/12 and 13/14 afternoon heats
2. Finals will be swum as follow for male and female  
11/12  
13/14  
15/16 - This final will run as the 8 fastest 15/16 age swimmers MINUS those who have qualified for the open Championship final. All 15/16 age group swimmers who qualify for the Championships final must compete in the Championship final.  
**Open Championship** - This will be open to the fastest 8 from the 15/16 and 17+ age groups
  3. Medals
    - a. Medals will be awarded to first, second and third place in the following age groups for heat declared events (HDW): 11/12, 13/14, 15/16, Championship (15+).
    - b. For all events with finals, medals will be awarded to the top three finishers in the 11/12, 13/14 and Championship finals.
    - c. Medals for the 15/16 age group will be determined by the top three swims by time by 15/16 eligible swimmers from the 15/16 final and championship final.
    - d. Welsh Age Group Short Course Champion awards will be given to the fastest Welsh swimmer in each age group in each event.
  4. Refunds
    - a. Refunds for entry fees only will be processed on the receipt of a completed medical withdrawal application accompanied with a valid doctor's note (signed by an appropriate consultant/doctor on headed paper).
    - b. Applications for medical withdrawals must be received before 9am on the 30<sup>th</sup> of November to qualify for refund.
    - c. Refunds will not be processed for withdrawals on non-medical grounds.
    - d. Email [events@swimming.org](mailto:events@swimming.org) to receive a medical withdrawal form.
  5. Marshalling
    - a. Heats
      - i. Swimmers must report to poolside marshalling located adjacent to the changing village entrance.
      - ii. Swimmers should follow the directions given by the marshal. It is the swimmers responsibility to report in good time.
    - b. Call room
      - i. Call room marshalling for finals is located in the middle of the changing village.
      - ii. It is the swimmer responsibility to report to the call room.
      - iii. Swimmers must report to the call room and wait for their race to be called.
      - iv. Failure to do so will result in a disqualification.
      - v. Swimmers who fail to report to the call room or fail to withdraw will be fined £50 as per meet conditions.
      - vi. Swimmers are recommended to attend the call room 6 races (8 races for 50m events) before their race.
      - vii. Coaches/Chaperones are not permitted into the call room.
  6. Poolside passes costs £20 per application - applications must be submitted and paid in full by the 23<sup>rd</sup> of November. Applicants must have a valid DBS and membership number.

- a. Poolside passes are intended for use for the named individual only; misuse may result in removal of the pass.

## **Swim Wales Film and Photography Policy**

Please be advised that photographs and videos may be taken at this event.

Swim Wales are aware of the wide range of devices including mobile telephones which have photographic and filming capabilities. This enables the capture of both static and moving images. Used responsibly, such devices are perfectly safe, but sharing images widely may betray a confidence or identity of a child/children which may present a risk of harm to the child/children concerned. The use of such equipment is difficult to control but we can all be vigilant. If you have any concerns or safeguarding queries, please bring them to the immediate attention of the event management team situated at the enquiries desk. Swim Wales may use photographs taken at this event as promotional material and used across public forums including their website and social media accounts, and possibly the local press and television. Should you wish to refuse photographic permission please contact the event management team on site. The full swim Wales photography guidance policy can be found at the enquiries desk or on the Swim Wales website.

## **Polisi Ffotograffiaeth a Ffilmio Nofio Cymru**

Er gwybodaeth, gall lluniau a fideos gael eu tynnu yn y gystadleuaeth yma.

Mae Nofio Cymru yn ymwybodol o ddyfeisiau amrywiol gan gynnwys ffonau symudol sy'n gallu tynnu lluniau a ffilmio. Mae hyn yn galluogi tynnu lluniau a delweddau disymud a symudol. Pan maent yn cael eu defnyddio'n gyfrifol, mae'r dyfeisiau o'r fath yn ddiogel iawn, ond gall rhannu lluniau yn llydan ddatgelu gwybodaeth bersonol am y plentyn/plant sy'n gallu achosi perygl o niwed iddynt. Mae defnyddio offer o'r fath yn anodd ei reoli ond gallem i gyd fod yn wylidwrus. Os oes gennych unrhyw bryder neu ymholiad ynglŷn â diogelwch, dewch â nhw yn uniongyrchol i'r tîm rheoli digwyddiadau sydd wedi ei leoli ar y ddesg ymholiadau. Nofio Cymru ddefnyddio lluniau wedi eu tynnu yn y gystadleuaeth fel deunydd hyrwyddo ac ar draws fforymau cyhoeddus gan gynnwys eu gwefan a chyfrifon cyfryngau cymdeithasol, ac o bosib yn y wasg leol neu deledu. Os nad ydych yn caniatáu tynnu lluniau o'ch plentyn/plant, cysylltwch â'r tîm rheoli digwyddiadau ar y safle. I weld polisi ffotograffiaeth lawn Nofio Cymru, ewch i'r ddesg ymholiadau neu i wefan Nofio Cymru.



## **General Information**

### **Car Park:**

The car park has 250 spaces, with additional spaces in an overflow located at the bottom of the slope. However please be aware, despite our best efforts - the car park is busy and fills quickly. To avoid disappointment, please arrive early. Where possible please arrange to car share or drop offs to help ease congestion. Alternatively there are 3 nearby pay and display car parks we recommend:

- Foreshore Car Park: 4 Mumbles Rd, Sketty, Swansea SA3 5AU - 0.6 miles 12 minute walk
- Recreation Ground Car Park: Mumbles Rd, Brynmill, Swansea SA2 0AU - 0.9 mile 19 minute walk
- Blackpill Area Car Park: 266 Derwen Fawr Rd, Sketty, Swansea SA3 5AT - 0.8 mile 15 minute walk

The car park will be managed by security staff, please treat them with respect. Disrespectful or inappropriate behaviour towards staff will not be tolerated and you may be asked to leave the competition.

### **Tickets:**

Tickets and programmes can be purchased on arrival from the Swim Wales ticket desk, this is on the far end of the reception desk, or online before arrival. These are posted to you, signed delivery. Day tickets are £5 (adult), £3 concessionary and free for under 14's; programmes are £5 including heat sheets and session times. Your ticket is a wristband, this must be worn to access the pool area. If your weekend pass wristband becomes worn speak to the team who will switch it for fresh band. If you are collecting prepaid programmes head to the swim wales front desk (not the ticket desk) on arrival with your voucher, you will need to exchange this to collect your programme.

### **Merchandise:**

The Swim Wales TYR shop will be open onsite from day 1 of the competition. Competition merchandise includes hoodies, t-shirts and hats, there will also be a selection of Swim Wales Water Dragon merchandise and TYR kit. Payments can be made in cash or card.

### **Café:**

The Blas Café will be open each day (times will be published onsite), with an onsite Starbucks (hooray!) and a selection of hot and cold food. There is seating available in the reception area.

### **Seating:**

The pool has 1200 seats for spectators, coaches and swimmers. A limited number of seats have been reserved at the top of each section for access users (disabled, wheelchairs etc.) please refrain from using these seats unless required, you may be asked to move.

We ask swimmers to remain on the bottom 7 rows of chairs to avoid making the stairs and upper balcony wet and slippery. We ask parents remain on the higher seating (7 rows and above).

### **Changing village:**

The changing village is for swimmers only, parents are not permitted in the changing area and will be asked to leave. Swimmers are politely asked not to change poolside

and use the facilities available. Cameras and phones are strictly prohibited in the changing area.

### **Streaming and social media:**

The event is being live stream with our streaming partner, Buffon Media. The link for streaming will be available on Facebook. The stream will start at the beginning of each session over the event. Please be aware that you and your swimmers are being watched by over 50,000 people worldwide. Please behave in a manner that has a positive reflection on you and your club.

### **Health and Safety:**

We hope you enjoy the competition, here are some tips to ensure you have a fun and safe experience.

- Event days are long and can be tiring, please drink plenty of water, eat sensibly and rest when possible to ensure you are fit and ready for the sessions.
- If you feel unwell at any stage please seek medical support from the WNPS lifeguards
- When using the pool stairs please ensure you hold the rail, the steps can become wet and slippery during the competition.
- If you see something that could cause an accident, please alert the WNPS staff/lifeguards or an event team member immediately so that it can be dealt with.
- The lift is for individuals who have difficulties using stairs; please ensure the lift is used appropriately and safely. Children are not permitted to use the lift unaccompanied.

### **Social Media:**

Swim Wales would like to share your experience with us on social media, tweet and tag us in your photos and results using #SWWC17 @SwimWales

Photos may be used in Swim Wales communications including newsletters, website and social media.

By attending Swim Wales Meets, individuals are agreeing to adhere to the Swim Wales Media policy. This ensures that the use of social media whilst attending the meet is appropriate and safe. Clubs are responsible for the behaviour of their member, swimmers and supporters. Inappropriate behaviour will be dealt with accordingly.

### **Behaviour and Attitude:**

Swim Wales has a zero tolerance policy on negative behaviour at meets. Disrespectful and poor attitude resulting in unacceptable behaviour will not be tolerated. All those on site including swimmers, parents, coaches and clubs are expected to behave in an appropriate manner, respectful of officials, volunteers, staff and others. Swim Wales holds the right to ask those behaving inappropriately to leave the event and/or meet if deemed necessary. Refund will not be issued for dismissal from an event. The right to remove swimmers and/or clubs from the meet is held by the meet manager and senior team of officials. We ask that you remind your swimmers of the above policy and remain vigilant throughout the meet. Please report any inappropriate behaviour to a member of staff on site.

### **Jewellery:**

For safety and security reasons, the wearing of jewellery is not permitted while in the water during warm-ups / swim-downs and / or competition. This includes watches,

necklaces, chains, bangles, wrist bands, ear-rings (except studs), and rings (except wedding bands). Swim Wales will not be responsible for any jewellery brought to events and will not be liable if such jewellery is lost or damaged.

### **Officials and Volunteers:**

Swim Wales invites officials and volunteers to support this meet. Official's applications can be found on the event webpage, positions are open to those qualified from Time-keeper to Referee. Volunteer roles include marshalling, announcing, call room duties, front of house and many more. Application forms can be found online. For more information please contact [events@swimming.org](mailto:events@swimming.org)

All of our volunteers and officials are provided with event kit, refreshments, meals and expenses claims. The Swim Wales volunteer expenses policy can be found on the website.

### **Equality:**

Swim Wales promotes inclusion and diversity, and welcomes participation from everyone. If you have any particular requirements in respect of participating, officiating or volunteering then please mention this, in confidence if required, to our [National Events Manager](#)

Swim Wales is an equal opportunities employer and aims to provide a discrimination-free working environment. We are committed to an action plan and policy in line with the Equality Act 2010, which ensures that no job applicant or employee receives less favourable treatment because of a protected characteristic.

The full equality policy can be viewed here: <http://www.swimwales.org/pages/equality>