



2018 WAIKATO CHRISTMAS MEET

At the newly upgrade Waterworld, Te Rapa !!

SESSION 1—SATURDAY 15 DECEMBER 2018

Warm-up 7.30am & start 8.30am

SESSION 2—SATURDAY 15 DECEMBER 2018

1 hour after completion of session 1 inclusive of warm-up

SESSION 3—SUNDAY 16 DECEMBER 2018

Warm-up 9.15am & start 10.15am

This is a LONG COURSE (50m) Event

NO PRIZES | NO MEDALS | NO RIBBONS

JUST GOOD QUALITY SWIMMING

This is a paperless meet—the final programme will be available on the Swimming Waikato website a minimum of three days before the start of the meet.

Spectator's Entry Fee—\$2.00 (Waterworld Charge)

**\$8.50
per race entry**



MEET EVENTS

Session 1 Saturday AM Warm up 7.30am—Start 8.30am				
Event	Distance	Stroke	Gender	
1	100	Free	Mixed	
2	50	Fly	Mixed	
3	400	IM	Mixed	
4	50	Breast	Mixed	
5	200	Backstroke	Mixed	
Session 2 Saturday PM 1 hour after completion of session 1 inclusive of warm-up				
6	200	Fly	Mixed	
7	50	Backstroke	Mixed	
8	200	Breast	Mixed	
9	100	Fly	Mixed	
10	200	Free	Mixed	
Session 3 Sunday AM Warm up at 9.15am—Start 10.15am				
11	200	IM	Mixed	
12	50	Free	Mixed	
13	100	Backstroke	Mixed	
14	400	Free	Mixed	
15	100	Breaststroke	Mixed	



GENERAL INFORMATION

ELIGIBILITY -

- This event is for **COMPETITIVE** and **CLUB** swimmers who are registered in the SNZ database and are financial as at the date of the meet.
- Swimmers have the opportunity to gain qualifying times for Regional, Zonal and National Meets.
- **Age as at first day of meet – 15th December 2018**
- There is no limit to the number of individual entries, although the Meet Director reserves the right to restrict event numbers if entries exceed the nominated timeframe.
- There is no qualifying period for this meet.
- Entry times long course. Times may be converted from SC times.
- Individual entry times will be generated by the SNZ Database. Approved and unapproved performances from Regional and Local meets, where times are held in the database, will be eligible for use to enter this meet.
- There is no limit on entries from clubs outside the Waikato region
- "NO TIME" will not be accepted.

ENTRY PROCESS -

- **ENTRY FEE: \$8.50 per event**
- Entries for Individual events will be online through MyPage on the SNZ membership database.
- Online entries will open at **11am on the 16th October** and **close at 11.59pm on Sunday 2nd December 2018**.

NO LATE ENTRIES accepted.

- All enquiries to Rachael Thomas swentries@gmail.com

MEET CONDITIONS -

- The meet will be conducted under Swimming New Zealand's 'SNZ Regulations and Bylaws and FINA Rules', except where local meet rules and conditions apply.
- All participants must agree to comply with the Sports Anti-Doping Rules.
- Athletes who hold a Para Classification are eligible to participate in this programme (under IPC Rules) and will be seeded amongst able-bodied athletes on the basis of entry times. It is the responsibility of the athletes (or their Team Manager) to show the Referee their IPC Classification before they swim. The Referee will use their best efforts to judge the swim under the applicable IPC Rules
- Swimmers with strapping must provide documentation from a relevant registered health practitioner or physiotherapist and be reviewed by the Meet Director prior to swimming. Any swimmers without such documentation will not be permitted to swim.
- Participants who have entered this event agree to allow photograph, video, multimedia or film likeness taken by accredited photographers to be used for any legitimate purpose by Swimming Waikato, a club affiliated to Swimming Waikato or local media.



PSYCH SHEETS / MEET PROGRAMME —

- Psych sheets will be circulated to club recorders and coaches, and by email to all competitors who have entered the meet. Competitors are responsible for checking names, entries and events are correct on receipt of information and advising Swimming Waikato of any errors by Thursday 6th December 2018. Corrections will only be made to entries where errors have occurred. Final psych sheets will be posted on the website and sent out a minimum of three days before the start of the meet.
- This is a paperless meet. The meet programme, along with a timeline (guide only) will be uploaded to the Swimming Waikato website and forwarded to club recorders and coaches, and by email to all competitors, at least three days prior to the start of the meet.

COMPETITION INFORMATION -

- Access to this meet will be via the main entrance at Waterworld.
- Waterworld charges a \$2.00 entry fee for spectators.
- Team Coaches, Managers, Officials, Timekeepers and Swimmers are exempt from this charge.
- Reseeding may be done at the discretion of the Meet Director.
- Over the top starts will apply for all events.
- Please exit the pool at the side. Do not swim over the lane ropes.
- Entry into the pool for backstroke events will be feet first. No swim back permitted.
- Events will be run as mixed gender and timed finals.
- Marshalling Procedure—
Self marshalling will be employed during all events.
- Warm Up Procedure—
Lane 1 shall be for Para swimmers (if applicable) and Lanes 7 and 8 will be sprint lanes for the duration of each warm-up.
- Results—
Results will be posted as soon as possible on the notice board in the complex. Live results will also be accessible via Meet Mobile where the internet connection allows.
- Team Managers Meeting—
A Team Managers meeting will be held at 7.45am on the morning of Saturday the 15th of December. Each club is asked to have at least one representative at this meeting to ensure all information is delivered back to the swimmers.



OFFICIALS -

- As per Swimming New Zealand regulations, there is a minimum number of voting technical officials required for a meet to be classed as approved.
- It is the responsibility of the Clubs and members of the swimming community to ensure they contribute to the success of the meet by assisting with the provision of officials. Where the required number of officials are not forthcoming, the results from the meet will be unapproved.
- Attached is a Coaches, Team Managers and Officials form. This form allows Club Recorders to provide the names of their Team Coaches, Managers, Officials and Timekeepers which will allow the Swimming Waikato Team to manage their entry into the meet.
- The completed form should be returned to Swimming Waikato by 5.00pm on the Monday preceeding the meet. Only those people whose names appear on the form will be allowed free entry to the meet.
- When the draft psych sheets are circulated, clubs will be given their timekeeper allocation so that these names can be included on the form also.
- Ratios for Coaches/Managers -
 - 1-10 swimmers = 2 coaches/managers
 - 11-20 swimmers = 3 coaches /managers
 - 21-30 swimmers = 4 coaches/managers
 - 31+ swimmers = 5 coaches/managers

SCRATCHINGS / WITHDRAWALS -

- Refunds will only be made if a medical certificate is provided to the Meet Recorder within 24 hours of the draft psych sheets being circulated. All refunds are at the discretion of the Meet Director.
- **Refunds will not be provided for scratchings received after this time.**
- Scratchings for the first session must be submitted to the Control Room no later than 1 hour prior to the start of racing.
- For subsequent sessions, scratchings must be submitted no later than 30 minutes **before the end** of the previous session.
- Swimmers will be deemed to have scratched if they are not lined up behind the blocks prior to the start of the race.

PROTESTS -

- Protests must be submitted within 30 minutes following the conclusion of the respective event. The protest fee is set at \$100.00, this is payable upon submission of the correctly completed protest form.

DISQUALIFICATIONS -

- Disqualifications will be announced and a copy of the DQ form will be put in the Club Team Manager's box.



EMERGENCY & SAFETY PROCEDURES

Under the Health & Safety at Work Act 2015, it is necessary for us to advise you of the hazards that may affect you whilst attending a Swimming Waikato Meet.

Notified Hazards -

- Floor surfaces may be slippery when wet. *No* running.
- Stadium concrete & seating may be slippery when wet.
- Caution around electronic cords (Starting & Timing equipment)
- Please advise the Referee or pool staff if you observe a potential hazard.
- Please ensure any young children are aware of these hazards.

In General -

- Please familiarize yourself with the pool layout, exits and equipment.
- And please take time to discuss with your Club how you will react and look after your Club members in the case of an emergency.

In an emergency -

- If you are required to contact Emergency Services, the address directions are :
“ 50m indoor Pool Waterworld Garnett Avenue HAMILTON”
- Please note that Pool Staff are trained in First Aid & CPR.

For evacuation -

Stay Calm__

- Three(3) loud blasts on the whistle by the Referee shall clear the pool.
- Leave the pool complex as directed by Pool Staff or Swimming Waikato Technical Officials.
- Assembly locations are dependent on the exit used—
 - Side door—assemble opposite the bike racks towards the front of the building
 - Lido door — assemble out towards the boundary fence
 - Main front doors—assemble opposite the bike racks

- Assist Team Managers and Officials to evacuate the swimmers safely.
- Conduct a roll call to account for all persons (Children and Adults) in **your** Club.
- Notify the relevant emergency Services as required.

During the Meet -

- Please take care to ensure the health and safety of yourself and others
- Have particular care for those under your direct control

CHRISTMAS SPRIT

Our annual Christmas meet is one of our region’s most popular meets. And it’s an opportunity for us to really get into the spirit of Christmas. Let us know if you’d liked to book any of Waterworld’s facilities for your Team, ie. Hydroslide passes, BBQs. And you’re more than welcome to show the rest of our swimming community what Christmas means to your Club.



COACHES, TEAM MANAGERS and OFFICIALS FORM

All clubs attending a Swimming Waikato Regional Meet must fill out this form for each meet. This completed form must be received by Swimming Waikato by 5.00pm on the Monday preceding the meet. Information received will allow Swimming Waikato to manage the entry process at the meet.

MEET NAME:	
DATE:	
CLUB NAME:	

	COACHES	MANAGERS	MANAGERS'S MOBILE
Session 1			
Session 2			
Session 3			
Session 4			
Session 5			

TIMEKEEPERS	NAME	MOBILE NUMBER
Session 1		
Session 2		
Session 3		
Session 4		
Session 5		
Session 6		

Ratio of Coaches/Managers to Swimmers

Clubs are entitled to nominate coaches and team managers based on the number of swimmers they have competing, as follows:

1-10 swimmers	2 coaches/managers
11-20 swimmers	3 coaches/managers
21-30 swimmers	4 coaches/managers
31 + swimmers	5 coaches/managers

Teams may have any combination of coaches and managers.