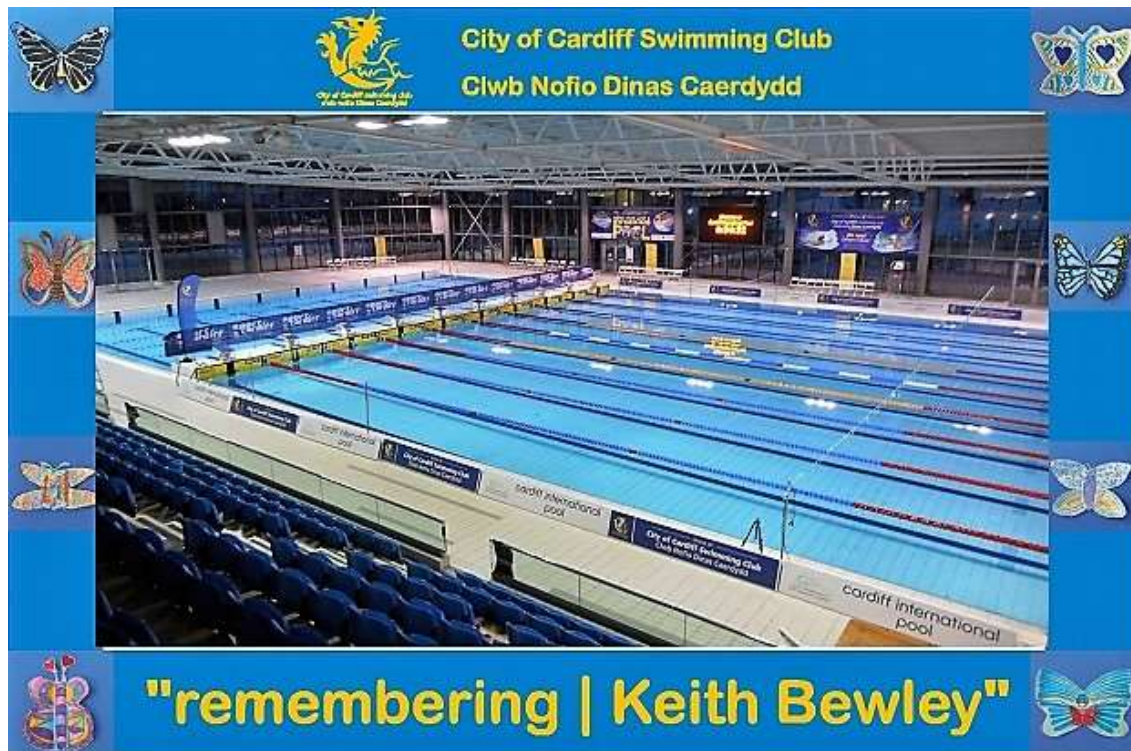




City of Cardiff Swimming Club  
Clwb Nofio Dinas Caerdydd



# CITY OF CARDIFF SWIMMING CLUB 20 CHAMPIONSHIPS 18



**Saturday 22<sup>nd</sup> Sunday 23<sup>rd</sup> September 2018**

## **Cardiff International Pool**

  
cardiff international pool  
pull rhŷngwladol caerdydd

## **Event Information and Entry Forms**

**Licence Number: 3WL181042**

(Under FINA Technical Rules & Swim Wales Laws)

**ALL SESSION TIMES TO BE CONFIRMED**



City of Cardiff Swimming Club

Clwb Nofio Dinas Caerdydd

# City of Cardiff Swimming Club Short Course Club Championships 2018

LICENCE NUMBER 3WL181042  
(Under FINA Technical Rules and Swim Wales Laws)

**Saturday 22<sup>nd</sup> Sunday 23<sup>rd</sup> September 2018**

This is a Level 3 Licenced Meet enabling swimmers to obtain  
Qualifying Times for Regional Competitions

**VENUE:** Cardiff International Pool, Olympian Drive, Cardiff. CF11 0JS

**POOL:** 10 Lane 25m pool | Omega electronic timing | anti-turbulence lane ropes

**AGE GROUPS:** Boys 7yrs, 8yrs, 9yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16 & Over  
Girls 7yrs, 8yrs, 9yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16 & Over

**Minimum age for entry is 7 years**

**AGE AS AT:** 23<sup>rd</sup> September 2018

**EVENTS:** All events will be Heat Declared Winner

50m	Freestyle, Backstroke, Breaststroke, Butterfly	- All Age Groups
100m	Freestyle, Backstroke, Breaststroke, Butterfly	- All Age Groups
200m	Freestyle, Backstroke, Breaststroke, Butterfly	- All Age Groups
400m	Freestyle	- All Age Groups
100m	Individual Medley - A4 & A3 only   A2 (ask coach)	- All Age Groups
200m	Individual Medley - A2 (ask coach) & all other squads	- All Age Groups
400m	Individual Medley	- 11 & over
800m	Freestyle	- 11 & over
1500m	Freestyle	- 11 & over

*The 800m/1500m are mixed events although heats will be run female then male swimmers*

**Swimmers in A4 & A3 squads are encouraged to enter the 50m events and 100m IM.  
They are welcome to enter other events with the prior agreement of their squad coach.**



# City of Cardiff Swimming Club

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### PROMOTER'S CONDITIONS

#### AWARDS

Swimmers in the first 3 places in each age category must ensure that they are suitably clothed (t-shirt and shorts) when receiving awards following on from publication of event results.

#### AQUATIC MEDLEY:

The Aquatic Medley comprises all four 50m events and is being held for the swimmers in the 7yrs, 8yrs and 9yrs age groups only.

Points will be awarded to the top 5 placed swimmers in each age group per event. (Points awarded: 10 7 5 3 1). Swimmers must enter all four 50m events to complete the Aquatic Medley.

An award will be presented for the 1<sup>st</sup> placed boy & girl swimmer in each age category at the Clubs' Annual Presentation Evening.

***Entry to the Aquatic Medley does not preclude swimmers from competing in the longer distance races.***

#### ENTRIES

Entry forms and accompanying payment should be placed in the Club Post Box on the balcony at CIP.

Entries will be rejected if incorrectly completed, received without the relevant fee or after 20:00 on the closing date. There will be no entry cards for this event.

### **NO LATE ENTRIES WILL BE ACCEPTED | NO ENTRIES ON THE DAY**

#### ENTRY PRICING

£5.00 per event.

#### CLOSING DATE

**FRIDAY 24 August 2018 Time: 20:00** (No late entries will be accepted)

#### SEEDING

All events will be spearheaded and swum slow to fast, based on entry times. Entry times will be taken from the club database for seeding. If no time is held on the database, then swimmers will be entered with a 'no time'.

#### WITHDRAWALS

All withdrawals must be notified via email [home.meets@cardiffswimming.co.uk](mailto:home.meets@cardiffswimming.co.uk) before the commencement of the meet. During the gala all withdrawals must be notified in writing to the meet office by no later than 5:00pm on the day before competition.

No refunds will be made for any withdrawals made after the entry deadline other than on medical grounds. A medical note must be provided on or before 20 October 2018.

#### SPECTATORS

FREE ENTRY to the gala. The Meet programme can be freely downloaded and will be circulated by Class Managers prior to the Meet.

**THERE WILL BE NO PRINTED MEET PROGRAMES AVAILABLE ON THE DAY**

#### SESSION TIMES

Session timing will be finalised once all entries have been processed and swimmers will be notified accordingly. Please note that it is the swimmers' responsibility to present themselves ready to the Marshalling area ready to swim prior to the start of their event.



# City of Cardiff Swimming Club

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**STARTS** Over the top starts will be used wherever possible.

**ELECTRONICS** Omega electronic timing system with electronic display provided by Swiss Timing.

### PROGRAMME OF EVENTS

SESSION 1 SATURDAY				SESSION 2 SATURDAY				SESSION 3 SATURDAY			
WARM UP tbc START tbc				WARM UP tbc START tbc				WARM UP tbc START tbc			
101	Mixed	1500m	Freestyle	201	Boys	50m	Butterfly	301	Boys	400m	IM
102	Mixed	800m	Freestyle	202	Girls	50m	Breaststroke	302	Girls	400m	IM
103	Boys	50m	Breaststroke	203	Boys	50m	Freestyle	303	Boys	100m	IM
104	Girls	50m	Freestyle	204	Girls	50m	Backstroke	304	Girls	100m	IM
105	Boys	50m	Backstroke	205	Boys	200m	Backstroke				
106	Girls	50m	Butterfly	206	Girls	200m	Breaststroke				

SESSION 4 SUNDAY				SESSION 5 SUNDAY				SESSION 6 SUNDAY			
WARM UP tbc START tbc				WARM UP tbc START tbc				WARM UP tbc START tbc			
401	Boys	400m	Freestyle	501	Boys	200m	Breaststroke	601	Boys	200m	Butterfly
402	Girls	200m	Butterfly	502	Girls	400m	Freestyle	602	Girls	100m	Freestyle
403	Boys	100m	Breaststroke	503	Boys	200m	Freestyle	603	Boys	100m	Freestyle
404	Girls	200m	Freestyle	504	Girls	100m	Butterfly	604	Girls	200m	Backstroke
405	Boys	100m	Backstroke	505	Boys	100m	Butterfly	605	Boys	200m	IM
406	Girls	100m	Breaststroke	506	Girls	100m	Backstroke	606	Girls	200m	IM

**SIGNING IN SHEETS** Sign in sheets will be used for 800m and 1500m events. Swimmers must sign in to confirm that they are swimming, before the start of the warm up for each session in which the event takes place.

For the AVOIDANCE OF DOUBT THIS MEANS BEFORE THE START OF SESSION 1 WARM UP on SATURDAY. Failure to do so will mean the swimmer is removed from the event and their entry fee is forfeited.

**WARM DOWN POOL** There will be a warm down pool available throughout the meet which will also be used in the warm ups and available for swimmers to use after their events.

**MEET RESULTS** City of Cardiff Swimming Club will be running a live results service throughout the meet, and live results will also be available on Hy-Tek's 'Meet Mobile' app, for iPhone and iPad.

The Meet results will be posted on the City of Cardiff Swimming Club website within 72 hours of the Meet closing. Results will be submitted to British Swimming and Swim Wales for their reference and inclusion in rankings.

**CAR PARKING** Car parking places are provided close to the Cardiff International Pool and details will be confirmed in due course.

**REFRESHMENTS** The Café, which provides a catering facility serving refreshments for swimmers, spectators and coaches, will operate throughout this Meet. Refreshments may not be taken onto the poolside. There are also local facilities located near Cardiff International Pool.



# City of Cardiff Swimming Club

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### HEALTH & SAFETY

All swimmers, officials, volunteers, spectators, and visitors are required, at all times, to abide by the rules set out in the Pool Operating Procedures and Normal Operating Procedures & Emergency Action Plan for Cardiff International Pool.

No outdoors shoes to be worn on the poolside. Suitable footwear must be worn outside the pool area (including the balcony area) and particularly when moving around and climbing the steps in the competitors' area.

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, earrings (except studs), and rings (except wedding bands).

City of Cardiff Swimming Club will not be responsible for any jewellery brought to events and will not be liable if such jewellery is lost or damaged.

The front four rows of the spectator area are reserved for swimmers and coaches only seated in their Clubs. **Swimmers are asked not to enter the spectators' area or balcony/foyer whilst they are competing.**

**If you are unable to execute a competent racing dive do not use the starting blocks at any time during this swim meet.** A competent racing dive is defined as in the ASA Competitive start award; each swimmer is required to hold one of these. It is the Coach and/or Team Managers responsibility to ensure that this is the case for all swimmers intending to execute a racing dive.

No swimmer should topple into the water in the event of a false or faulty start - a proper shallow dive must be performed. It is the responsibility of the swimmer and/or parent to declare to the referee any disability or medical condition that could present a health or safety risk.

If such a disability or medical condition exists swimmers must produce a medical certificate confirming that their participation presents no health or safety problems.

### CONDUCT

Behaviour becomes "unacceptable" when it is considered "offensive" to others; this includes, but is not limited to, the following:

Theft, willful damage to property and or equipment, acts of vandalism, abuse of alcohol and or drugs, bullying, offensive language, aggressive/violent acts, threatening behaviour, all breaches of safety practices, failure to comply with instructions/directions, actions that bring the sport of swimming into disrepute.

Unacceptable behaviour will not be tolerated in any circumstances, and all such occurrences will be referred to the Meet Director and Referee and could result in removal from the competition.

### DATA PROTECTION

Submission of entries implies consent to the holding of any personal data collected and used by City of Cardiff Swimming Club in accordance with the Data Protection Act 1998 and General Data Protection Regulations (GDPR) May 2018.

These details may be made public before, during or after the Meet. All data will be recorded privately, securely stored and disposed of when no longer needed. You have the right to view your personal data & request its deletion under GDPR.

### CLUB SHOP

Our Club Shop will be in operation throughout the Meet.



# City of Cardiff Swimming Club

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### CAMERA USE

The use of all photographic equipment is controlled at this Meet.  
NO FLASH photography is permitted.

This guidance applies to all images and videos taken on any type of camera or recording device (including mobile phones) at the Meet.

Mobile phones that have a camera facility/hardware are recognised as a camera or photographic device. City of Cardiff Swimming Club follow Swim Wales guidance which does not support the banning of phones, it does support the requirement that phones should emit a 'noticeable sound' if the camera facility is used.

Any photos taken should fall within the Swim Wales guidelines which are contained in the General Meet Conditions under "Events" at [www.swimwales.org/key-documents](http://www.swimwales.org/key-documents)

The publishing of a photograph of a swimmer under 18, either on a notice board or in a published article or video recording (including video streaming) of the Meet should only be done with parental consent and in line with Swim Wales guidelines.

### MOBILE PHONES

Swimmers, parents and coaches are reminded that the use of mobile phones **is not allowed inside the Cardiff International Pool building**. This policy is actively enforced and **all visitors and swimmers are asked to comply**.

### GENERAL

Any point not covered by these rules will be at the discretion of the organisers. Depending upon the situation, the Referees decision will be final.

### APPEALS

Any appeals must be submitted in accordance with FINA procedures and will be handled appropriately by the Meet Director and Referees.

### EMERGENCY PROCEDURE

Any evacuation of the Cardiff International Pool will be led by the Legacy Leisure staff over the gala event with no action required other than to follow the instructions of the centre staff.

**Suspicious Items** If you suspect a suspicious item:

- Do not touch. Try and identify an owner in the immediate area
- If you still think it is suspicious do not feel embarrassed or assume someone has already reported it.
- Report it to a member of the centre staff, or if they are not available dial 999 (do not use your mobile phone in the immediate vicinity)
- Move away to a safe distance - Even for a small item such as a briefcase move at least 100m away from the item starting from the centre and moving out.
- Report anyone entering an area they shouldn't be in
- Remain vigilant to any suspicious activity and report to a member of the Centre staff immediately

**REMEMBER - IF YOU THINK IT IS SUSPICIOUS SAY SOMETHING**



# City of Cardiff Swimming Club

## Clwb Nofio Dinas Caerdydd

**Saturday 22<sup>nd</sup> Sunday 23<sup>rd</sup> September 2018**

### **ENTRY FORM - closing date 20:00 24 August 2018**

Please complete all details requested below in full. Please tick the events you wish to enter.

Times will be taken from the club database for seeding.

If no time is held on the database, then swimmers will be entered with a NT.

NAME	MALE	FEMALE
WASA Registration Number	SQUAD	
CONTACT DETAILS E mail:	DATE OF BIRTH	
Tel No	AGE AT (23 September 2018)	

EVENT	EVENT No.	Entry Time LC or SC	ENTRY PRICE	
50m Butterfly			@ £5.00	<p>All entries to be placed in the post box at CIP with the appropriate payment, please do not hand to coaches. <b>CHEQUES PAYABLE to City of Cardiff Swimming Club. NO CASH</b></p> <p>Please write the swimmers name and squad detail on the reverse of the cheque.</p> <p>Entries not accompanied by the correct payment will not be processed until the correct payment has been received.</p> <p><b>Girls can enter 1500m   Boys can enter 800m</b></p> <p><b>OFFICIALS</b></p> <p>Without officials the Meet will not take place. CCSC always welcome parents who are interested in Timekeeping and Officiating at the galas. Further info on training the Club can provide, please contact Jim McCulloch: <a href="mailto:officials@cardiffswimming.co.uk">officials@cardiffswimming.co.uk</a></p>
50m Back			@ £5.00	
50m Breast			@ £5.00	
50m Freestyle			@ £5.00	
100m Butterfly			@ £5.00	
100m Back			@ £5.00	
100m Breast			@ £5.00	
100m Freestyle			@ £5.00	
200m Butterfly			@ £5.00	
200m Back			@ £5.00	
200m Breast			@ £5.00	
200m Freestyle			@ £5.00	
400m Freestyle			@ £5.00	
800m Free 11+			@ £5.00	
1500m Free 11+			@ £5.00	
100m IM A3 A4			@ £5.00	
200m IM			@ £5.00	
400m IM 11+			@ £5.00	

<b>TOTAL No. of ENTRIES</b>	<b>@ £5.00</b>	<b>TOTAL</b>
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<b>YOUR CLUB NEEDS YOU!</b>							<b>VOLUNTEER ROTA</b>						
Please <u>tick</u> below to indicate what help you can give and in which sessions.													
Our volunteer co-ordinator will be in touch													
PARENT NAME							Swim Wales Member number required to be poolside:						
Sessions	1	2	3	4	5	6	poolside roles	1	2	3	4	5	6
Announcer							Marshal						
Runner							Warm up Marshal						
							Drinks/Sweets						
							Medals						
Control Room							OFFICIALS						
Meet Office							email Jim McCulloch	<a href="mailto:officials@cardiffswimming.co.uk">officials@cardiffswimming.co.uk</a>					

**We cannot run our galas without volunteers to help**

**The more parents we have to help, the less there is for everyone to do.**