



City of Cardiff Swimming Club
Clwb Nofio Dinas Caerdydd



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| CITY · OF · CARDIFF | 20 |
| CLUB · CHAMPIONSHIPS | 19 |



Saturday 21st Sunday 22nd September 2019

Cardiff International Pool



Event Information and Entry Forms

Licence Number: 3WL191349
(Under FINA Technical Rules & Swim Wales Laws)
ALL SESSION TIMES TO BE CONFIRMED



City of Cardiff Swimming Club

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City of Cardiff Swimming Club Short Course Club Championships 2019

LICENCE NUMBER 3WL191349
(Under FINA Technical Rules and Swim Wales Laws)

Saturday 21st Sunday 22nd September 2019

This is a Level 3 Licensed 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, 15 & Over
Girls 7yrs, 8yrs, 9yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15 & Over

Minimum age for entry is 7 years

AGE AS AT: 22nd September 2019

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 | - 12 & under |
| 200m | Individual Medley | - All Age Groups |
| 400m | Individual Medley | - 12 & over |
| 800m | Freestyle | - 12 & over |
| 1500m | Freestyle | - 12 & over |

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



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PROMOTER'S CONDITIONS

AWARDS

Gold Silver & Bronze medals will be awarded to the first 3 places in each age category.

Placed medals will be awarded to those swimmers aged 11 years & under finishing in 4th, 5th & 6th places per age category.

Swimmers must ensure that they are suitably clothed (tee shirt and shorts) when receiving Awards.

SPRINT PRIZES

In the 50m events, there will be random draws and the winners of each "sprint heat" will be entitled to claim a prize. The event and heat will be announced during each session. There are four prizes to be awarded.

AQUATIC MEDLEY:

The Aquatic Medley is all four 50m events for swimmers who are 10yrs + under. Points will be awarded (10 7 5 3 1) to the top 5 placed swimmers in each event/age group with the first placed boy & girl aged 10 years & under awarded a prize.

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

£5.50 per event.

CLOSING DATE

FRIDAY 19 JULY 2019 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 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 2019.

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



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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.

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

| SESSION 4 SUNDAY WARM UP tbc START tbc | | | | SESSION 5 SUNDAY WARM UP tbc START tbc | | | | SESSION 6 SUNDAY 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.



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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.

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.



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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.

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

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



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INTERNAL ENTRY FORM - closing date 20:00 19 JULY 2019

Please complete all details requested below in full. Please tick the events you wish to enter. Times (Inc. those from NATIONALS) will be taken from the club database and converted to SC.

| | | |
|----------------------------|-------------------------------|--------|
| NAME | MALE | FEMALE |
| WASA Registration Number | SQUAD | |
| CONTACT DETAILS E mail: | DATE OF BIRTH | |
| Tel No | AGE AT (22 September 2019) | . |

| EVENT | EVENT No. | Entry Time LC or SC | ENTRY PRICE | |
|---------------------|-----------|------------------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 50m Butterfly | | | @ £5.50 | <p>All entries to be placed in the post box at CIP with the appropriate payment, please do not hand to coaches. CHEQUES PAYABLE to City of Cardiff Swimming Club. NO CASH BACS payment only accepted with confirmation of payment attached to this entry, along with email to/from Treasurer.</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/confirmation will not be processed until the correct payment has been received.</p> <p>OFFICIALS 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: officials@cardiffswimming.co.uk</p> |
| 50m Back | | | @ £5.50 | |
| 50m Breast | | | @ £5.50 | |
| 50m Freestyle | | | @ £5.50 | |
| 100m Butterfly | | | @ £5.50 | |
| 100m Back | | | @ £5.50 | |
| 100m Breast | | | @ £5.50 | |
| 100m Freestyle | | | @ £5.50 | |
| 200m Butterfly | | | @ £5.50 | |
| 200m Back | | | @ £5.50 | |
| 200m Breast | | | @ £5.50 | |
| 200m Freestyle | | | @ £5.50 | |
| 400m Freestyle | | | @ £5.50 | |
| 800m Freestyle 12+ | | | @ £5.50 | |
| 1500m Freestyle 12+ | | | @ £5.50 | |
| 100m IM 12 & under | | | @ £5.50 | |
| 200m IM | | | @ £5.50 | |
| 400m IM 12+ | | | @ £5.50 | |

| | | |
|-----------------------------|----------------|--------------|
| TOTAL No. of ENTRIES | @ £5.50 | TOTAL |
|-----------------------------|----------------|--------------|

| YOUR CLUB NEEDS YOU! | | VOLUNTEER ROTA | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|-----------------------|----------|----------|----------|----------|----------|
| Please <u>tick</u> below to indicate what sessions you can help in. Our volunteer & Official's co-ordinators will be in touch | | | | | | | |
| PARENT NAME: | Swim Wales Member number required to be poolside: | | | | | | |
| VOLUNTEERS | SESSION | 1 | 2 | 3 | 4 | 5 | 6 |
| | | | | | | | |
| OFFICIALS | SESSION | 1 | 2 | 3 | 4 | 5 | 6 |
| | | | | | | | |

**We cannot run our galas without volunteers to help
The more parents we have to help, the less there is for everyone to do.**