



City of Cardiff Swimming Club
Clwb Nofio Dinas Caerdydd



TIGER BAY OPEN MEET 2018

CITY OF CARDIFF SWIMMING CLUB
LONG COURSE LEVEL 3 MEET
& para swimming events



Licence Number: 3WL180123
(Under FINA Technical Rules & Swim Wales Laws)

16 17 18 March 2018

Cardiff International Pool

Event Information and Entry Forms


cardiff international pool
pwll rhyngwladol caerdydd


Parkwood
Leisure



City of Cardiff Swimming Club

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CITY OF CARDIFF SWIMMING CLUB

9th TIGER BAY OPEN MEET 2018

LICENCE NUMBER 3WL180123
(Under FINA Technical Rules and Swim Wales Laws)

Friday 16 Saturday 17th & Sunday 18th March 2018

This is a Level 3 Licenced Meet to enable athletes to achieve times suitable for entry into Regional, County Championships & Level 1 Meets.

Only electronic entries will be accepted for this meet

VENUE	Cardiff International Pool, Olympian Drive, Cardiff. CF11 0JS
POOL	10 Lane – 50m pool – electronic timing – with anti-turbulence lane ropes
AGE GROUPS	Boys 9 yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16 yrs Girls 9 yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16 yrs
	<u>Minimum age for entry is 9 years</u> Para Swimmers - OPEN AGE GROUP

AGE UP DATE **18 March 2018 (age as at last day of Meet)**

EVENTS	(all events Heat Declared Winner)
50m Backstroke	- 9 10 11 yrs & MC
50m Butterfly	- 9 10 11 yrs & MC
50m Breaststroke	- 9 10 11 yrs & MC
50m Freestyle	- 9 10 11 yrs & MC
100m, 200m 400m Freestyle	- 12 13 14 15 16 yrs & MC
100m, 200m Backstroke	- 12 13 14 15 16 yrs & MC - 100m only
100m, 200m Butterfly	- 12 13 14 15 16 yrs & MC - 100m only
100m, 200m Breaststroke	- 12 13 14 15 16 yrs & MC - 100m only
200m Individual Medley	- 9 10 11 12 13 14 15 16 yrs & MC
400m Individual Medley	- 12 13 14 15 16 yrs

SWIM WALES “MISSION STATEMENT”

“Every Swimmer must have the opportunity to swim in appropriate, quality competition to enable them to meet their true potential.”



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PROMOTER'S CONDITIONS

AWARDS

Medals will be given to the first 3 places in each age category.

Additional awards will be made to the Top Visiting Club, Top Boy/Top Girl and Top Male/Top Female Para Swimmer, based upon accumulated/para swimming points.

Any swimmer finishing in a time faster than that set by the **UPPER CUT OFF TIME** will be issued with a 'speeding ticket' and **no medal** will be awarded to that swimmer for that event. They will not receive any points in that event towards the Top Male/Female and Top Visiting Club award.

Medals and 'speeding tickets' will be available on the day and can be collected from the medal table on poolside.

Swimmers must ensure that they are suitably clothed (t-shirt and shorts) when receiving awards.

ENTRIES

Upper Cut Off Times will be applied to all events with all entry times being slower than or equal to the UCT.

Entry Times must have been obtained at a licenced meet, and random checks will be made against the ASA Online Rankings Database. City of Cardiff Swimming Club may request validation of any stated entry time.

If swimmers are found to have entered the meet with any false or made up times, they will be disqualified from all events that they have entered and their entry fees will be forfeited.

Entry times may be submitted as short course or long course times using the Hy-Tek entry file but will be converted to long course times using Hy-Tek's Meet Manager software. Estimated times are not permitted.

The electronic event entry file can be obtained from the Tiger Bay Open Meet page on our website: www.cardiffswimming.co.uk

Electronic entries/enquiries can be emailed to home.meets@cardiffswimming.co.uk

Team Manager Lite application and instructions can be downloaded free of charge from www.hy-tek ltd.com/downloads

Electronic entries must be produced from Hy-Tek's Team Manager or Team Manager Lite software.

The sport of swimming for athletes with an impairment is governed by the IPC, and co-ordinated by the World Para Swimming Technical Committee, using the International Swimming Federation's (FINA) modified rules.

"It is important that within the competitive programme, individuals are able to compete in events which are appropriate to their stage of development and talents".

Entry will only be accepted from classified swimmers with British/IPC classification. Swimmers without a classification will not be able to compete. Swimmers are allocated Exception Codes, which prevent them from being



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disqualified for rule infringement due to the nature of their impairment.

The Meet Organizers will be responsible for having up to date information about each swimmer at entry and will provide this to the meet referee prior to the commencement of the Meet. In order to comply with this, we will confirm the information to swimmers and request that they/Clubs confirm it is correct and up to date.

Swimmers must have times recorded on British Ranking per event. Para swimmers will be integrated into events in accordance with their entry time.

Clubs are requested to send all entries with an entry report, completed summary sheet and any poolside applications at the same time with one payment, preferably via BACS transfer, to cover all swimmers and coach passes.

Cheques are to be made payable to City of Cardiff Swimming Club.
BACS details available upon request.

Electronic entries will be acknowledged with receipt confirmation. No entries will be processed until full and complete payment is received.

There will be no Time Trials or Exhibition Swims permitted at this event and there will be no entries on the day.

Entry forms are to be retained by the club. There will be no entry cards for this event.

Please ensure that you put adequate postage on posted entries. Envelopes with insufficient postage will not be collected from the Royal Mail depot.

Entries will be rejected for the following reasons:

- ❖ Incorrectly completed
- ❖ Received without the relevant fee
- ❖ Faster than the upper cut off entry times
- ❖ Improved entries
- ❖ Received after the closing date 12th February 2018 at 20:00

NO LATE ENTRIES WILL BE ACCEPTED AND THERE WILL BE NO ENTRIES ON THE DAY

The Promoter reserves the right to limit entries. In the event that entries are rejected the entry fee will be refunded to Club in question.

City of Cardiff Swimming Club reserves the right to return entries if the meet is oversubscribed. In this case, no time entries and the slowest entry times in each individual age group will be rejected and swimmers scratched at the promoter's discretion.

City of Cardiff Swimming Club reserves the right to cancel the event if the meet is under subscribed.

City of Cardiff Swimming Club reserves the right to move events (as a last resort) if the meet is oversubscribed in order to comply with timing requirements set out by Meet Licensing.

No refunds will be made for withdrawals after the closing date of 12th February 2018 other than on medical grounds. A medical note must be provided on or before 16 April 2018.



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ENTRY PRICING	£5.75 per event
CLOSING DATE	12 th February 2018 at 20:00 (No late entries will be accepted)
SPECTATOR ENTRY	£6.50 for a day pass or £3.50 per session Full Weekend programme £3.00
SEEDING	All events will be spearheaded and swum slow to fast, based on entry times.
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 withdrawals other than on medical grounds. A medical note must be provided on or before 16 April 2018.
POOLSIDE PASSES	These are required for all coaches, chaperones & team managers who require access poolside. A maximum of 5 "Club Staff" will be permitted poolside. Passes must be purchased in advance of the Meet and will be required to be worn at all times to gain access to and whilst on poolside. £15.00 per poolside pass. Para swimmers' personal care attendants will receive one free Pass. Passes will only be issued on receipt of Swim Wales/ASA registration number, a DBS number and a passport photo. All coaches, chaperones and team managers must conform to the ASA child protection procedures and complete the form in the Meet Pack Swim Wales passes may be used for identification. However, a poolside pass must still be purchased. THERE IS NO ACCESS TO POOLSIDE FOR ANYONE WITHOUT A POOL PASS. PASSES MUST BE PURCHASED IN ADVANCE, NOT ON THE DAY.
OFFICIALS	Visiting clubs bringing a team of 10 or more swimmers are requested to provide at least one qualified official per session and their details (together with their qualification) are to be forwarded with the entry information. Meals and refreshments will be provided.
SESSION TIMES	Session timing will be finalised once all entries have been processed and swimmers/clubs will be notified accordingly. Please note that it is the swimmers' responsibility to present themselves ready to swim, to the Marshalling Area 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.



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PROGRAMME OF EVENTS

SESSION 1 FRIDAY

Warm up & Session Times TBC

101 HDW	Female	400m	Freestyle
102 HDW	Male	400m	Freestyle

PARA SWIMMERS WILL BE INTEGRATED INTO EACH EVENT

SESSION TWO SATURDAY

Warm up & Session Times TBC

201 HDW	Female	200m	Breaststroke
202 HDW	Male	100m	Freestyle
203 HDW	Female	400m	IM
204 HDW	Male	50m	Butterfly
205 HDW	Female	50m	Backstroke

SESSION FIVE SUNDAY

Warm up & Session Times TBC

501 HDW	Male	200m	Breaststroke
502 HDW	Female	100m	Freestyle
503 HDW	Male	400m	IM
504 HDW	Female	50m	Butterfly
505 HDW	Male	50m	Backstroke

SESSION THREE SATURDAY

Warm up & Session Times TBC

301 HDW	Male	50m	Freestyle
302 HDW	Female	50m	Breaststroke
303 HDW	Male	200m	Freestyle
304 HDW	Female	100m	Butterfly
305 HDW	Male	100m	Backstroke

SESSION SIX SUNDAY

Warm up & Session Times TBC

601 HDW	Female	50m	Freestyle
602 HDW	Male	50m	Breaststroke
603 HDW	Female	200m	Freestyle
604 HDW	Male	100m	Butterfly
605 HDW	Female	100m	Backstroke

SESSION FOUR SATURDAY

Warm up & Session Times TBC

401 HDW	Female	200m	IM
402 HDW	Male	200m	Butterfly
403 HDW	Female	200m	Backstroke
404 HDW	Male	100m	Breaststroke

SESSION SEVEN SUNDAY

Warm up & Session Times TBC

701 HDW	Male	200m	IM
702 HDW	Female	200m	Butterfly
703 HDW	Male	200m	Backstroke
704 HDW	Female	100m	Breaststroke

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. Please note that Hytek are now charging for Results.

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

For clubs using Hy-Tek, a complete electronic copy of the Meet results can be obtained following the Meet. For all other clubs a PDF copy of the Meet results can be obtained following the Meet. Any Clubs wishing to use this service should provide their e-mail details to the Meet Office during or prior to the Meet.

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.

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.



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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

Entries and results for this Meet will be held on computer. As required by the Data Protection Act 1998, submission of entries implies consent to the holding of personal information on computer.

These details may be made public before, during or after the Meet.

SWIM SHOP

A Swim Shop will be in operation throughout the Meet.

CAMERA USE & MOBILE PHONES

The use of all photographic equipment and mobile phones are controlled at this Meet.

NO FLASH photography is permitted.



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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, but 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.

ACCOMMODATION

A range of hotels which can be booked on line are available in and around Cardiff.

To reserve accommodation online visit www.visitcardiff.com/Accommodation-in-Cardiff

GENERAL

Any point not covered by these rules will be at the discretion of the organisers.

Depending upon the situation, the Referee's 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 Referee.

EMERGENCY PROCEDURE

Any evacuation of the Cardiff International Pool will be led by the Parkwood 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 Parkwood 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 Parkwood staff immediately

REMEMBER - IF YOU THINK IT IS SUSPICIOUS SAY SOMETHING

Darren Phillips General Manager Cardiff International Pool



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TIGER BAY OPEN MEET 2018

Cardiff International Pool, Cardiff

16 17 18 March 2018

LICENCE NUMBER 3WL180123

(Under FINA Technical Rules and Swim Wales Laws)

LONG COURSE UPPER CUT OFF TIMES

MALE									
AGE		9	10	11	12	13	14	15	16
50m Freestyle	UCT	42.60	39.00	37.00					
100m Freestyle	UCT				1:13.70	1:09.80	1:06.90	1:04.40	1:02.60
200m Freestyle	UCT				2:40.80	2:32.60	2:25.60	2:20.70	2:16.30
400m Freestyle	UCT				5:38.10	5:21.80	5:07.00	4:57.60	4:49.10
50m Breaststroke	UCT	56.80	51.60	48.20					
100m Breaststroke	UCT				1:34.70	1:28.80	1:24.60	1:21.40	1:18.90
200m Breaststroke	UCT				3:25.20	3:12.50	3:02.50	2:55.40	2:51.60
50m Butterfly	UCT	48.80	43.50	40.80					
100m Butterfly	UCT				1:21.50	1:16.80	1:12.80	1:09.80	1:07.80
200m Butterfly	UCT				2:59.90	2:49.90	2:40.90	2:34.40	2:30.40
50m Backstroke	UCT	50.30	46.00	43.20					
100m Backstroke	UCT				1:24.10	1:19.20	1:15.00	1:12.20	1:10.30
200m Backstroke	UCT				3:00.70	2:50.30	2:42.30	2:36.00	2:31.40
200m I/M	UCT	3:52.00	3:29.60	3:14.30	3:02.80	2:52.70	2:44.80	2:38.40	2:33.90
400m I/M	UCT				6:26.70	6:06.40	5:49.30	5:36.20	5:27.60

UCT = Upper Cut Off Time

**Short Course Times will be converted to Long Course by Hy-Tek Meet Manager Software.
The organisers reserve the right to return Entries.**



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TIGER BAY OPEN MEET 2018

Cardiff International Pool, Cardiff

16 17 18 March 2018

LICENCE NUMBER 3WL180123

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LONG COURSE UPPER CUT OFF TIMES A grade table

FEMALE									
AGE		9	10	11	12	13	14	15	16
50m Freestyle	UCT	42.80	39.80	37.30					
100m Freestyle	UCT				1:15.20	1:12.70	1:10.70	1:09.60	1:08.80
200m Freestyle	UCT				2:42.50	2:36.20	2:32.10	2:29.60	2:27.50
400m Freestyle	UCT				5:38.80	5:26.30	5:18.00	5:12.80	5:09.20
50m Breaststroke	UCT	57.00	51.20	47.80					
100m Breaststroke	UCT				1:35.20	1:30.80	1:28.50	1:27.50	1:26.10
200m Breaststroke	UCT				3:24.90	3:15.50	3:09.50	3:06.70	3:05.80
50m Butterfly	UCT	48.20	44.00	40.70					
100m Butterfly	UCT				1:22.60	1:19.10	1:17.20	1:15.50	1:14.80
200m Butterfly	UCT				3:01.70	2:53.50	2:48.00	2:45.70	2:43.30
50m Backstroke	UCT	50.20	46.00	43.10					
100m Backstroke	UCT				1:24.50	1:21.70	1:19.60	1:17.90	1:17.10
200m Backstroke	UCT				3:00.60	2:54.30	2:49.80	2:45.80	2:43.90
200m I/M	UCT	3:55.20	3:29.60	3:14.30	3:03.30	2:56.80	2:52.30	2:48.90	2:46.90
400m I/M	UCT				6:26.90	6:10.60	6:02.00	5:55.80	5:50.60

UCT = Upper Cut Off Time

**Short Course Times will be converted to Long Course by Hy-Tek Meet Manager Software.
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Coaches / Chaperone/Personal Care Attendants Pass Application Form

Name of Club		Club Code
Full Name (s)	1 2 3 4 5	
Position in Club		
ADDRESS		
TEL No./Mobile		
E Mail		
Swim Wales ASA/Scottish Swimming Affiliation No.	1 2 3 4 5	1 DBS Number(s): 2 3 4 5

The above named person is authorised to hold a pass for this club

CLUB SECRETARY..... **SIGNED:**

Please note only members affiliated to Swim Wales/Scottish Swimming/ASA or a member of a FINA affiliated country will be eligible for a coach's pass.

Only applications with a photograph will be accepted. Could applicants please write their full name on the rear of the photographs.

Please send a BACS transfer in the sum of £15.00/ pass requested (or cheque made payable to City of Cardiff Swimming Club).

Para swimmers' personal care attendants will receive one free Pass.

There will be no access to the poolside without a coach's pass. Passes will be restricted to a maximum of 5 passes per club and are non-transferable.

All completed forms to be returned to

Stephen Jones
18 Nasturtium Way
CARDIFF CF23 8SF

EMAIL: home.meets@cardiffswimming.co.uk

CLOSING DATE: 12th February 2018 at 20:00



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Cardiff International Pool, Cardiff

16 17 18 March 2018

LICENCE NUMBER 3WL180123

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Meet Entry Summary Sheet

This Form must be completed and returned with the Hy-Tek Meet Entry Fee Report and Entry File, unless already emailed to home.meets@cardiffswimming.co.uk

Name of Club		Club Code
Contact Name		CLUB BANK DETAILS
Address		Bank Sort Code Account No.
TEL No./Mobile		
E Mail		
TEAM SIZE		
No. Of Individual Entries	@ £5.75 per event	£
No. Of Coaches Passes	@ £15.00 each	£
Total payment made payable to City of Cardiff Swimming Club		£.....

It is requested that a single payment via BACS is made for the complete club entry. Details of your Club's Bank is to be provided in the box above so we can issue a refund if required.

I declare that only our team members who have reached the standard of the ASA Competitive Start Award will be permitted to start from the poolside. Those who have not will start in the water.

I confirm all the Meet Conditions have been brought to the attention of swimmers, parents/guardians and coaches including the rules regarding photography.

I agree to abide by the conditions laid down by the Meet Management for this event.

Club Secretary SignatureDate:

Entries, payments and supporting reports, and poolside pass applications should be sent to:

Stephen Jones
18 Nasturtium Way
CARDIFF CF23 8SF

CLOSING DATE: 12th February 2018 at 20:00



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Officials Nomination Form

PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS

Name of Club		Club Code
Full Name		
Qualification (J1 J2 J2S Referee)		
ADDRESS		
TEL No./Mobile		
E Mail		
Swim Wales ASA/Scottish Swimming Affiliation No.		DBS Number:

Available Sessions

1	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	3	<input type="text"/>
		4	<input type="text"/>
5	<input type="text"/>	6	<input type="text"/>
		7	<input type="text"/>

All completed forms to be e-mailed to Jim McCulloch: officials@cardiffswimming.co.uk