



City of Newport Swimming & Waterpolo Club

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C **Chepstow and District Swimming Club**



Present their **“Autumn Closed Invitational Meet”**
incorporating City of Newport Swimming Club’s Club Championships
and Chepstow and District Swimming Club’s Club Championships.



On
21st of September – 23rd of September 2018

Licence Number: 3WL181311
(Under FINA Technical Rules & Swim Wales Laws)

SOUTH EAST WALES REGIONAL POOL
NEWPORT INTERNATIONAL SPORTS VILLAGE
Velodrome Way
NEWPORT
NP19 4RA

Closing Date
24th of August 2018



City of Newport Swimming & Waterpolo Club

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Chepstow and District Swimming Club



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incorporating City of Newport Swimming Club’s Club
Championships and Chepstow and District Swimming Club’s Club
Championships.

21st of September – 23rd of September 2018

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NEWPORT INTERNATIONAL SPORTS VILLAGE

MEET INFORMATION

EVENTS (All Events are HDW)

Ages are as at 23rd of September 2018

25m Freestyle, 25m Backstroke, 25m Breaststroke, 25m Butterfly: **8 & Under**

50m Freestyle, 50m Backstroke, 50m Breaststroke, 50m Butterfly, 100m I.M: **All Ages**

100m Freestyle, 100m Backstroke, 100m Breaststroke, 100m Butterfly, 200m Freestyle, 200m Backstroke, 200m Breaststroke, 200m Butterfly, 400m Freestyle, 800m Freestyle (Girls), 1500m Freestyle (Boys), 400m I.M: **9 & Over**

200m I.M: **10 & Over**

Entry fees: individual events & any additional events **£3.50** each, any five events **£15.00**, any ten events **£30.00**

MEDALS AND AWARDS

Age groups for Medal purposes will be: - 8 & Under, 9/10, 11/12, 13/14, 15 & Over. Medals will be awarded for 1st – 3rd places in all age group categories. Placement medals will be awarded to all swimmers finishing between 4th & 8th place. Additional awards specific to individual clubs maybe awarded. City of Newport Swimming Club will award Best Male, and Best Female (top 3 results) in each age group to their swimmers, Chepstow & District Swimming Club will use the times achieved to present separate awards for their Club Championships (The additional awards will be presented at their presentation evenings.).

SPECTATORS

Admission charges **£3.50 a day**

Programmes will be available to purchase **£1.50**

CAR PARKING

There is on-site parking available at the Pool

REFRESHMENTS

There is a cafeteria selling snacks and drinks etc. Vending machines are also available. We have no control over these facilities. The Newport Cricket Club also offers refreshments

MOBILE PHONES

Mobile phones **must not** be used in the building.

MEET OFFICE

A Meet Office will be open for the duration of the Meet.

SESSION TIMES

To be confirmed following receipt of entries.

Autumn Closed Invitational Meet.



City of Newport Swimming & Waterpolo Club

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Chepstow and District Swimming Club



NOFIO CYMRU
SWIM WALES

Present their “Autumn Closed Invitational Meet” incorporating City of Newport Swimming Club’s Club Championships and Chepstow and District Swimming Club’s Club Championships.

21st of September – 23rd of September 2018

GENERAL CONDITIONS and MEET PROCEDURE

1. THE PROMOTERS.

- a) The Promoter of this event is City of Newport Swimming Club
- b) The promoter can be contacted by email at meets@newportswimmingclub.co.uk
- c) The Meet will be swum under FINA Technical Rules and Swim Wales Laws and Disciplinary Code
- d) No alcohol or tobacco advertising is permitted on any clothing.
- e) All decisions made by the Lead Referee will be final and binding.

2. EVENTS

- a) Events will take place as shown on the attached programme of events.
- b) The Promoters reserve the right to amend the programme of events, to restrict/reject entries if the Meet is oversubscribed. Should these changes be necessary, prior notice will be given.
- c) Time trials will not be permitted.

3. ENTRIES

- a) Qualifying and Consideration times will not be used. Entry times are only to enable accurate seeding of the meet.
- b) All City of Newport Swimming Club entries are to be submitted via the Swim Portal.

4. WITHDRAWALS

- a) Competitors who wish to withdraw from an event must do so by notifying either their coach or Chris Jones by e-mail to meets@newportswimmingclub.co.uk or during the meet at the Meet Office.

5. TROPHIES AND MEDALS

- a) Placing of competitors shall be determined from performances following all HDW events.
- b) Medals will be awarded for 1st – 3rd places in all age group categories.
- c) Entrants finishing in positions 4th to 8th will receive a placement medal.
- d) There will be additional club specific awards: City of Newport Swimming Club will award Top Male and Top Female over the weekend based on FINA points (Best 3 results to count), Chepstow & District Swimming Club will use times achieved to present their own Club Championship awards (These awards will be presented at their presentation evenings).

6. PRESENTATIONS

- a) The Lead Referee may decide to carry out presentations during the session.
- b) Competitors must report to the Presentation Marshall immediately after announcements have been made.
- c) Appropriate clothing, e.g. tracksuit, T-shirt and suitable footwear must be worn for the presentation.
- d) Awards may not be presented if a swimmer is inappropriately dressed.

7. OFFICIALS and VOLUNTEER HELPERS

- a) Meals and refreshments will be provided.
- b) Officials will be required to follow the protocol which can be downloaded from the Swim Wales web site

8. HEATS

- a) Events will be swum in heats, slowest to fastest, with every heat spearheaded
- b) A Meet Programme will be available at the start of the Meet to Coaches and Team Managers
- c) Coaches should ensure swimmers make themselves available for marshalling at least 2 events prior to the event in which they are competing. Please do not rely on the public-address system.

9. STARTS

- a) Over the top starts will, where necessary or appropriate, be used during the Meet.

10. HEALTH & SAFETY

- a) All competitors are required to ensure that they observe all safety announcements and conduct themselves with safety in mind at all times.
- b) It is the responsibility of the swimmer and/or parent/guardian/coach to declare to the referee any disability or medical condition that could present a health or safety risk.
- c) If such a disability or medical condition exists, swimmers must produce a medical note confirming that their participation presents no health or safety problems.
- d) Footwear **MUST** be worn on poolside, on the Balcony and throughout the building.
- e) Swimmers are advised not to use the elevators without an adult.
- f) Stairways in the spectator's area are to be kept **CLEAR** at **ALL TIMES** and should not be used to sit on.
Anyone sitting or leaving bags in the stairways will be asked to move.
- g) An anticlockwise one-way system will be in force on the poolside
- h) The health, safety and wellbeing of all swimmers, officials, volunteers, spectators and visitors is paramount – all Health and Safety rules / regulations/ requirements must be complied with at all times.
- i) A full risk assessment must be carried out in accordance with the Swim Wales Meet License Report Pack.
- j) A copy of the Pool Operating Procedures and / or the Normal Operating Procedures & Emergency Action Plan for the facility being hired for a meet is available from the duty manager throughout the duration of the Meet
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 / or the Normal Operating Procedures & Emergency Action Plan for the facility hired for the meet.
- k) Unacceptable Behaviour:
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 behavior, all breaches of safety practices, failure to comply with instructions / directions, actions that bring the sport of swimming into disrepute.
- l) Competitive Start Award:
Swimmers must have attained the standard of the Competitive Start Award in order to start from the blocks; (this is the responsibility of the club coach).
Swimmers who have not attained the standard of the Competitive Start Award must lower themselves into over the side into the water, on the long whistle of the Referee before starting at an appropriate place.
- m) 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.

11. CAMERA USE

Swim Wales Photography Guidance

Following consultation and to ensure consistency across the ASA and Swim Wales events, Swim Wales have made the decision to adopt the same ‘photography at events’ guidelines as the ASA Wave Power.

This guidance applies to all images and videos taken on any type of camera or recording device (including mobile phones). It applies to all training sessions, activities and events run by a Swim Wales affiliated organisation. It should be acknowledged that although the majority of images taken are appropriate and in good faith; images can be misused, and children can be put at risk if common sense procedures are not observed.

Aims

The Swim Wales Photography Guidance aims to help organisations avoid three potential sources of child abuse:

- The use, adaptation, sharing or copying of images for child abuse purposes, either electronically or in print.
 - The possible identification of a child when an image is accompanied by significant personal information, which can lead to the child being ‘groomed’.
 - The identification and locating of children where there are safeguarding concerns; such cases would include, for example, children who could be compromised by an image because:
 - They have been removed from their family for their own safety.
 - There are restrictions on their contact with one parent following a parental separation.
 - They are a witness in criminal proceedings. **Recommended best practice**
 - The publishing of a photograph of a member under 18, either on a notice board or in a published article or video recording (including video streaming) of a competition (‘Publication’) should only be done with parental consent and in line with Swim Wales guidelines.
 - A parent or guardian has a right to refuse to have their child photographed. The exercise of this right of refusal should not be used as grounds for refusing entry into a competition. Therefore, any photo that may go to press or on a notice board, be it through a member of the organisation or an official photographer, should receive parental consent before being published or displayed, preferably in writing. A suggested template allowing parents to indicate refusal of consent is provided on the ASA Wave power document p. 117.
 - In the case of any event or competition where the host organisation has an official photographer, all parents of members who are attending should be made aware of this in the event details. If photos are to be published anywhere, each individual parent should be given the opportunity to withhold their consent. Their right to do so should be specifically drawn to their attention.
- The Swim Wales guidelines state that all photographs for publication must observe generally accepted standards of decency, particularly:
- Action shots should be a celebration of the sporting activity and not a sexualised image in a sporting context.
 - Action shots should not be taken or retained where the photograph reveals a torn or displaced swimming costume.
 - Poolside shots of children should be above the waist only in a swimming costume, though full length tracksuit shots are approved.

- Photographs should not be taken from behind the starting blocks or that show young participants climbing out of the pool. Published photographs may identify the individual by name and organisation but should not state the member's place of residence or school attended. The Swim Wales does not wish to stop parents photographing their child if they wish, but all organisations must ensure they do all they can to safeguard each child's wellbeing.

The official photographer

In some cases; the organisation will ask a member or officer to act as an official photographer for an event, and in some cases, they may employ a specialist photographer. Their role is to take appropriate photos that celebrate and promote aquatics.

When taking any image, they should be asked to:

- Focus on the activity rather than the individual child.
- Include groups of children rather than individuals, if possible.
- Ensure all those featured are appropriately dressed.
- Represent the broad range of youngsters participating in swimming – boys and girls, children with disabilities, members of minority ethnic communities, etc.
- Organisations should screen applicants for their suitability (just as they would check any other member of staff or volunteer working with children) and then provide training and information on the organisation's child safeguarding policies and procedures.
- The official photographer (whether a professional photographer or a member of staff) should receive clear instructions, preferably in writing, from the organisation at an early stage.
- The organisation should provide them with a copy of this guidance and a clear brief about what is appropriate in terms of content.
- Images should not be allowed to be taken outside the activity being covered.
- The organisation should determine who will hold the images recorded and what is to be done with them after they have served their purpose.

12. DATA PROTECTION

- a) The Promoters, along with the Governing Body, may use computers to record entry times and results.
- b) By submitting entries, you are accepting the conditions and consent is hereby given for holding personal information relating to the sport of Swimming as required by the current Data Protection Act.

13. THE ORGANISERS

- a) reserves the right to return entries in the event of the competition being oversubscribed
- b) reserves the right to remove any person found to be in contravention of 10 (k) above.
- c) reserves the right to amend these conditions later if necessary, without notice,
- d) reserves the right to cancel the event if the meet is undersubscribed



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ENTRY FORM

(not to be used by City of Newport Swimming Club members).
Newport Swimmers must use their Swim Portal Account to enter

Last Name:.....First Name:.....Middle Initial.....
(PLEASE PRINT CLEARLY)

Preferred name:.....Age:.....Date of Birth:...../...../.....
(as at 23/09/18)

Male/Female:..... W.A.S.A. Number:..... Club Name:.....

EVENT	EVENT NO:	ENTRY TIME*	LC √	SC √	EVENT	EVENT NO:	ENTRY TIME*	LC √	SC √
25m Back (8 & Under)					25m Breast (8 & Under)				
50m Back					50m Breast				
100m Back (9 & Over)					100m Breast (9 & Over)				
200m Back (9 & Over)					200m Breast (9 & Over)				
25m Free (8 & Under)					25m Fly (8 & Under)				
50m Free					50m Fly				
100m Free (9 & Over)					100m Fly (9 & Over)				
200m Free (9 & Over)					200m Fly (9 & Over)				
400m Free (9 & Over)					100m IM				
800m Free (Girls) (9 & Over)					200m IM (10 & Over)				
1500m Free (Boys) (9 & Over)									

* Please indicate Short Course or Long Course times.

Individual events & any additional events £3.50 each, any 5 swims for £15.00, any 10 swims £30.00
5 Swims 10 Swims (tick as appropriate)

Number of Individual & any additional swims @ £3.50 Total Payable £.....
(Payment should be made to your Club. Preferred club payment method BACS)

To be completed by the competitor:

I declare that the above information is correct and agree to abide by the Meet conditions.
I accept there will be no refund of entry fees, unless the Meet is oversubscribed.

Signature of Competitor/Parent:..... Date:.....

Completed forms to be returned through your club to:
Mr Chris Jones at meets@newportswimmingclub.co.uk



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Entry Requirements (Chepstow & District Swimming Club)

Performance Squads P1 and P2

Compulsory events – 200m Individual Medley and 200m Freestyle.

You are expected to enter at least another 3 events of your choice, up to a maximum of 10 events in total.

Performance Squads P3 and P4

Compulsory events – 100m Individual Medley and 100m Freestyle.

You are expected to enter at least another 3 events of your choice, up to a maximum of 8 events in total.

Development Squad D1, D2

Compulsory events – 50m freestyle and 100m Individual Medley. You may enter up to another 3 events of your choice, so a maximum of 5 events in total.



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PROGRAMME OF EVENTS

Friday 21st of September		Sunday 23rd of September	
Session 1 - Warm up TBC		Session 4 - Warm up TBC	
Event		Event	
1	9 & Over 800m Front Crawl Girls	23	9 & Over 400m I.M. Girls
2	9 & Over 1500m Front Crawl Boys	24	9 & Over 400m I.M. Boys
Saturday 22nd of September		25	9 & Over 100m Fly Girls
Session 2 - Warm up TBC		26	9 & Over 100m Fly Boys
3	9 & Over 400m Front Crawl Girls	27	50m Front Crawl Girls
4	9 & Over 400m Front Crawl Boys	28	50m Front Crawl Boys
5	9 & Over 100m Breast Girls	29	9 & Over 100m Back Girls
6	9 & Over 100m Breast Boys	30	9 & Over 100m Back Boys
7	50m Fly Girls	31	8 years & under 25m Breast Girls
8	50m Fly Boys	32	8 years & under 25m Breast Boys
9	9 & Over 200m Back Girls	Session 5 – Warm up TBC	
10	9 & Over 200m Back Boys	33	8 years & under 25m Fly Girls
11	8 years & under 25m Front Crawl Girls	34	8 years & under 25m Fly Boys
12	8 years & under 25m Front Crawl Boys	35	9 & Over 200m IM Girls
Session 3 – Warm up TBC		36	9 & Over 200m IM Boys
13	8 years & under 25m Back Girls	37	50m Breast Girls
14	8 years & under 25m Back Boys	38	50m Breast Boys
15	9 & Over 200m Breast Girls	39	9 & Over 200m Fly Girls
16	9 & Over 200m Breast Boys	40	9 & Over 200m Fly Boys
17	100m IM Girls	41	9 & Over 100m Front Crawl Girls
18	100m IM Boys	42	9 & Over 100m Front Crawl Boys
19	50m Back Girls		
20	50m Back Boys		
21	9 & Over 200m Front Crawl Girls		
22	9 & Over 200m Front Crawl Boys		

A short mid-session break might be inserted into sessions depending on entry levels, to allow swimmers adequate time between races.



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ALTERNATIVE PROGRAMME OF EVENTS
(if entrant levels are low)

Friday 21st of September		Sunday 23rd of September	
Session 1 - Warm up TBC		Session 3 - Warm up TBC	
Event		Event	
1	9 & Over 800m Front Crawl Girls	23	9 & Over 400m I.M. Girls
2	9 & Over 1500m Front Crawl Boys	24	9 & Over 400m I.M. Boys
Saturday 22nd of September		25	9 & Over 100m Fly Girls
Session 2 - Warm up TBC		26	9 & Over 100m Fly Boys
3	9 & Over 400m Front Crawl Girls	27	50m Front Crawl Girls
4	9 & Over 400m Front Crawl Boys	28	50m Front Crawl Boys
5	9 & Over 100m Breast Girls	29	9 & Over 100m Back Girls
6	9 & Over 100m Breast Boys	30	9 & Over 100m Back Boys
7	50m Fly Girls	31	8 years & under 25m Breast Girls
8	50m Fly Boys	32	8 years & under 25m Breast Boys
9	9 & Over 200m Back Girls	33	8 years & under 25m Fly Girls
10	9 & Over 200m Back Boys	34	8 years & under 25m Fly Boys
11	8 years & under 25m Front Crawl Girls	35	9 & Over 200m IM Girls
12	8 years & under 25m Front Crawl Boys	36	9 & Over 200m IM Boys
13	8 years & under 25m Back Girls	37	50m Breast Girls
14	8 years & under 25m Back Boys	38	50m Breast Boys
15	9 & Over 200m Breast Girls	39	9 & Over 200m Fly Girls
16	9 & Over 200m Breast Boys	40	9 & Over 200m Fly Boys
17	100m IM Girls	41	9 & Over 100m Front Crawl Girls
18	100m IM Boys	42	9 & Over 100m Front Crawl Boys
19	50m Back Girls		
20	50m Back Boys		
21	9 & Over 200m Front Crawl Girls		
22	9 & Over 200m Front Crawl Boys		

A short mid-session break might be inserted into sessions depending on entry levels, to allow swimmers adequate time between races.