

**COLCHESTER SWIMMING CLUB –  
AUTUMN SPRINT OPEN MEET 2017  
License No 3ER171866  
26th November 2017**

**Promoter's Meet Notes and Information**

**1. Venue and Host Information**

- a) A Press photographer may be present at this event.
- b) Free car parking for 4 hours. Fill in car registration number on the iPads just beyond entry turn styles in the reception area. If staying longer than 4 hours, re-enter car registration number plate details into the iPads at the end of your 4 hour period for a further 4 hours free parking.

**2. Admission and Facilities**

- a) **Mobile phones must be turned off** or switched to silent in the pool area and spectator's gallery.
- b) Space is limited and only a small bag will be allowed on poolside. Swimmers are advised to bring a £1 coin (refundable) to use the lockers in the changing rooms. No valuables should be left unattended. The promoter cannot accept liability for any losses or damage that may occur.
- c) Refreshments will be on sale.
- d) There will be a swim shop selling costumes, goggles and other accessories.
- e) Spectators will not be allowed to remain in the pool area or spectators' gallery between sessions.

**3. Officials**

- a) Qualified officials officiating at the Meet will be provided with poolside drinks and lunch.

**4. Safety**

- a) FIRE EXITS - Everyone attending this Meet must ensure that they familiarise themselves with the fire exits in case of need in any emergency.
- b) The pool is 1.1 metres deep at the shallow end and 2.4 metres deep at the deep end. All starts will be from the deep end and starting blocks are available which are 685mm above the water level.
- c) Team Managers/Coaches shall satisfy themselves that their swimmers are competent to the standard of the ASA Competitive Start Award. Any swimmer not so competent must start from the poolside or in the water shall inform the referee to this effect. In the event of a faulty start, swimmers must execute a shallow racing dive. They must not topple in head first as this is dangerous.

**5. Event Timings**

**Session 1 warm up 07:30 Start 08:30**

- Event 1 Boys 50m Freestyle
- Event 2 Girls 50m Freestyle
- Event 3 Boys 100m Backstroke
- Event 4 Girls 100m Backstroke

**Session 2 warm up 10:00 Start 11:00**

- Event 5 Boys 100m Butterfly
- Event 6 Girls 100m Butterfly
- Event 7 Boys 50m Breaststroke
- Event 8 Girls 50m Breaststroke
- Event 9 Boys 100m Freestyle
- Event 10 Girls 100m Freestyle

### **Session 3 warm up 14:00 Start 15:00**

Event 11 Boys 50m Butterfly

Event 12 Girls 50m Butterfly

Event 13 Boys 100m Breaststroke

Event 14 Girls 100m Breaststroke

Event 15 Boys 50m Backstroke

Event 16 Girls 50m Backstroke

**Finish 17:45**

b) Over the top starts may be used at the Referee's discretion.

### **6. Warm Up**

a) Swimmers will only be permitted to warm up at their designated time.

Session 1: 07.30 - 08.30 hrs,

Session 2: 10.00 -11.00 hrs,

Session 3: 14:00 Start 15:00 hrs.

b) At least one Team Manager/Coach must be in attendance at each end of each lane during the warm up period before warm up will be allowed to commence.

c) No diving will be allowed from either end except when lanes are designated as sprint lanes at which time diving will be allowed in those lanes from the deep end only.

### **7. Race Administration**

a) Swimmers must register in advance of their events strictly in accordance with the Meet Rules.

b) It is the responsibility of the swimmers to be at their blocks in time for their race. Any swimmer not at his/her block at the start of the heat shall be excluded by the referee from the event.

c) The Promoter reserves the right to limit entries and the number of heats in any event to maintain a balanced programme. In the event that entries are rejected, fees will be refunded by a single payment to club in question.

### **8. Results and Awards**

a) Awards may be collected from the awards table during the Meet.

b) All Competitors' times and disqualifications will be published on our web site

[www.colchesterswimming.com](http://www.colchesterswimming.com) as soon as possible after the Meet

c) **SPOT PRIZES** will be awarded to heat swimmers randomly in all events. A bell will be rung to announce a spot prize heat.

d) All competitors' times and disqualifications will be published on our web site.

### **9. Photography**

a) In order to comply with the requirements of Leisure World, the promoter is obliged to ensure that anyone who wishes to take photographs or video at the meet first sign the photography book at the entry desk.

b) Anyone signing the book will be issued with a photography sticker, which should be worn prominently on request. The rules on photography apply to swimmers, coaches, team managers, officials and volunteers as well as spectators, and to the use of mobile phone, tablets or other image-capturing electronic devices as well as cameras.

c) Note that any photography in the changing rooms, showers and toilets is **absolutely forbidden** by both the club and swimming pool management.

### **10. Safety**

All participants must observe the safety precautions in operation at Leisure World. Neither the Promoter nor Colchester Swimming Club will be responsible for any loss or damage occurring during this meet.