

NORTH DISTRICT SPRING CHAMPIONSHIPS

5-6th February 2022

PARTICIPANT INFORMATION

Dear Clubs and Colleagues

We look forward to welcoming you all to the 2022 SASA North District Spring Swimming championships. Please read the following information and ensure that it is passed on to anyone in your team attending the meet.

Venue	Inverness Leisure, Bught Lane, Inverness, IV3 5SS Parking is available at the front of the facility			
Session Times All provisional, subject to change if necessary	Session Number Session 1 Session 2 Session 3 Session 4 Session 5	Warm up 0800 1215 1640 0800 1230	Start 0905 1320 1745 0905 1335	Exp Finish 1130 1610 1955 1205 1635
Team Managers Meeting	There will be no Coaches/Team Staff meeting for this competition			
Pre-Event COVID protocols	No opt-in forms, health surveys or temperature checking will be in place for the event. Everyone attending the event should take a self-administered lateral flow test 24-48 hours before arrival at the venue. The test results do not need to be submitted but anyone displaying COVID symptoms or recording a positive Lateral Flow test should not arrive at the venue and should follow the appropriate NHS process.			
Face Coverings	Face coverings MUST be worn at all times while within the venue, except where medical or disability exemptions apply. Athletes do not have to wear face coverings during the sporting activity or on the field of play immediately before or after swimming.			
Physical Distancing & Athlete seating	No specific physical distancing measures will be in place, however 'Give People Space' messaging will be promoted through the event. This is subject to change depending on Scottish Government and sportscotland/Scottish Swimming guidance. Athlete seating will be available on poolside and in the spectator gallery. Clubs will be allocated a specific space. The seating allocation this will be communicated prior to the event.			
Event COVID Officer	There is an Event COVID officer in place, who will be present during all sessions of the competition: Shona Urquhart & Kirsty Ewen sto@invernessswimmingclub.co.uk			
Risk Assessment	A risk assessment covering the health and safety and COVID considerations is in place for the event and has been agreed by the venue management.			

<p>Arrival and Depart times</p>	<p>Saturday Entry to the venue will be permitted from 0740 at the earliest. Everyone must be clear of the building by 2045</p> <p>Sunday Entry to the venue will be permitted from 0740 at the earliest. Everyone must be clear of the building by 1700</p>
<p>Warm up & swim down arrangements</p>	<p>Guidelines for the effective running of warm-ups will be distributed via the WhatsApp broadcast in advance of the meet.</p> <p>Please comply with allotted warm up times and announcements and co-operate with the warm up Supervisors. All 8 x 25m lanes will be available for warm up sessions.</p> <p>There is no additional swim down option. The competition pool will not be open between sessions for swim down.</p> <p>There are no sections of the leisure waters available for warm up or swim down during this meet. The leisure waters will be open to public during the competition. Please be aware of and be respectful towards other users.</p>
<p>Venue flow</p>	<p>A COVID specific venue flow is not in place at Inverness Leisure for this competition</p> <p>Entry to the building will be the main Inverness Leisure reception area. Teams should not congregate immediately outside the venue or in the foyer/reception area prior to the start or end of the sessions.</p> <p>For seating area - Athletes and Team Staff turn right at reception and then bear left up the ramp to the top of the spectator gallery where most clubs will be seated. Remainder of the club seating will be on the far side of the pool.</p> <p>For changing village - Athletes and Team Staff turn right at reception and then bear right down the ramp to the leisure pool where the changing village is on the left. Proceed through the changing village to the competition pool.</p> <p>There will be no designated coaches pen area at this competition</p>
<p>Rules</p>	<p>The meet will be held under FINA rules and Scottish Swimming regulations</p>
<p>Coaching Packs</p>	<p>Coaching packs which will contain withdrawal sheets and relay team lines can be collected from the recorders desk on poolside. All other information will be sent out via the WhatsApp Broadcast</p>
<p>Changing Village</p>	<p>The changing village will be available for use but time in this area should be limited as far as possible.</p> <p>Athlete clothing, kit bags, etc. can be placed in the lockers provided (4 digit code at IL). Bags can be taken on to poolside/seating area where space in that area allows. No belongings should be left in the changing cubicles.</p> <p>Consumption of food is not allowed in the changing village. Photography/video of any description is prohibited in the changing village, showers and toilets.</p>
<p>Spectating</p>	<p>There is no spectating at this competition. All seating capacity is allocated for the use of athletes and team staff.</p>

Live Streaming	Live streaming will not be in place for this event
Footwear	Please note no outdoor footwear is permitted to be worn on poolside. In the interests of safety, swimmers are required to wear dry footwear when using the steps to and from the pool deck. Please do not climb over seating.
Front of House activities	There is no swim shop or fundraising activities at this event.
Medal Presentations	There are no medals or awards at this event.
Athlete to Team Staff Ratio	A ratio of 1 coach to 10 athletes, with the maximum of 4 coaches/team managers in venue per session. A reminder that coaches/team managers should have a PVG in place through their club to be present on poolside at the competition.
Relay Events	Relay events will be open to mixed teams comprising two boys and two girls aged 12-14 and aged 15 and over. Each relay event will be run separately OR combined and seeded by time at the discretion of the referee.
Marshalling	<p>There will be marshalling for all individual heats events. All swimmers must attend marshalling before their events and should attend in time. The marshalling area will be on the far side of the pool.</p> <p>The start of a race will not be delayed for absent competitors and swimmers who have not presented themselves to the marshals prior to their heat leaving the marshalling area will not be permitted to swim, will be treated as a late withdrawal and may be fined accordingly.</p> <p>There will be no marshalling for relay events.</p> <p>Reserves must marshal unless they have withdrawn.</p>
Withdrawals	Withdrawals should be made using the sheet(s) provided and by the deadline announced. Failure to notify a withdrawal prior to the start of the competition may result in a fine. Please check that any prior email withdrawals have been removed from or noted on the sheet.
Catering	<p>Catering provision is available for coaches and team staff. This should be purchased in advance of the event when submitting entries.</p> <p>The Café is available at the Sports Centre, with limited opening times.</p> <p>Meals will be available for serving technical officials after the morning and afternoon sessions. Tea and Coffee may be available in the briefing room prior to start of the sessions.</p>
WhatsApp Broadcast (Start lists & Results sheets)	<p>A WhatsApp broadcast will be in place for this event. Important documents such as Start lists, results, warm up information and any other useful information will be sent out in a broadcast when necessary and appropriate.</p> <p>Registration for the broadcast is open to all Coaches and Team staff attending the event and registration MUST be completed by 9pm on Wednesday 2nd February.</p> <p>For all sessions - start lists will not be printed for coaches/team staff at the venue but will instead be distributed electronically. Start lists will also appear on MeetMobile where possible.</p>

	<p>Start sheets will be issued in advance of the event by 9pm on Thursday 3rd February.</p> <p>Results sheets will not be printed at the venue, but will instead be distributed electronically. Results will also appear on MeetMobile where possible and on the SASA North District Website</p> <hr/> <p>WhatsApp Broadcast Instructions</p> <ol style="list-style-type: none"> 1. Save the following contact in your phone Brian Hendry - 07703 445459 2. WhatsApp Brian the following information: Your Name, Your Number Your role at the event 3. Brian will then add you to the Event Broadcast
<p>Test & Protect Information</p>	<p>As per the COVID procedures and guidelines in place for the event, Inverness Leisure requires contact details for everyone that is part of the event. This applies to all team staff and volunteers.</p> <p>They will require:</p> <ul style="list-style-type: none"> ○ Name & Contact information ○ Club ○ Role at the event ○ Sessions participating <p>Information will be gathered through QR codes available below and at the venue. This does not apply to athletes as club contacts will be given for athletes.</p> <p>The information will be given to the facility management who will store it securely for 21 days and will delete it at that point. The information will only be passed on to the Test & Protect team if required.</p> <hr/> <p>Test & Protect QR Code</p> <div style="text-align: center;">  </div>
<p>Photography Permission</p>	<p>Please note that anyone wishing to use photographic equipment, including video cameras at the event MUST register using the QR codes available below and at the venue.</p> <p>The use of mobile phones or other devices capable of photography/video are not permitted at any time in the changing village, toilets or shower areas and they must be switched to silent in the pool hall.</p>

	<p>Photography QR code</p> 
<p>Feedback Survey</p>	<p>The SASA North District Swimming Committee would really like to hear your feedback on the event, including what went well and what could be better.</p> <p>The survey is contained in the QR code below and will also be available at the venue and sent out through the broadcast.</p> 
<p>General notes</p>	<ul style="list-style-type: none"> ○ Vuvuzelas are not permitted at this meet. Air horns are not permitted. Please ensure quiet for the starts. ○ Please ensure that your team does not at any time block Emergency Exits or access around the pool ○ Teams are responsible for clearing their seating area of belongings, litter, etc. before leaving at the end of the competition day. Bin liners for plastic bottles/recyclable items and for general waste will be distributed around the pool - please use them. Glass bottles or containers are not permitted in the poolhall – this includes the spectator areas. ○ All athletes, coaches and team staff must be a member of SASA prior to attending the event
<p>Code of Ethics</p>	<p>All participants should adhere to the Scottish Swimming Code of Ethics (detailed below), and relevant codes of conduct. Please ensure that your team is aware of this.</p> <p>Code of Ethics: Sporting integrity is based on the acceptance of rules, fairness, equality, respect for others, moral conduct and a sense of what is right. Violence, breaking the rules, abuse of drugs, lack of fair play and other unethical behaviours are unacceptable to Scottish Swimming.</p>

	<p>Scottish Swimming Staff, Board of Directors, Council, Districts, Committees, Members, Clubs and their members agree to:</p> <ul style="list-style-type: none"> • Abide by the principles above • Sign and agree to relevant Codes of Conduct • Set a good example at all times • Follow the spirit of policies as required, e.g. Equity • Abide by and agree to international/national policies and guidelines, e.g. anti-doping, Child Protection Procedures 	
<p>Event Management Contacts</p>	<p>Different people have authority and overall responsibility for the running of the meet at different stages. The list below shows whom you should approach with any queries, concerns or complaints during the various stages of the meet.</p>	
<p>Arrival/End & between sessions</p> <p>During Competition</p>	<p>Meet Convenor</p> <p>Referees Day 1</p> <p>Referees Day 2</p>	<p>Jayne Prosser jayneprosser@hotmail.com</p> <p>Durno Jessiman & Sean Dawson</p> <p>Brian Hendry & Derek Allan</p>