



**2022 University of Aberdeen
Age Group Open Meet, Including Distance Time Trial
29-30th April & 1st May
PARTICIPANT INFORMATION**

Dear Clubs and Colleagues

We look forward to welcoming you all to the 2022 UoA Age Group Open Meet. This year the event includes a distance event time trial on the Friday evening. Please read the following information and ensure that it is passed on to anyone in your team attending the meet.

Venue	Aquatics Centre, Aberdeen Sports Village, Regents Walk, Aberdeen, AB24 1SX Parking is available at the front and rear of the facility			
Session Times All provisional, subject to change if necessary	Session Number Distance Time Trial Session 1 Session 2 Session 3 Session 4 Session 5 Session 6	Warm up 1700 0800 1230 1700 0800 1230 1700	Start 1730 0905 1335 1745 0905 1335 1745	Exp Finish 2000 1205 1635 1945 1205 1635 1945
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 are not mandatory at this event, but the wearing of them while in the facility is still encouraged			
Physical Distancing & Athlete seating	No specific physical distancing measures will be in place. All attendees are encouraged to give each other sufficient space to allow everyone to be comfortable while at the event Athlete seating will be available on poolside around the 50m pool and in the spectator gallery. Clubs will not be allocated any specific space.			
Risk Assessment	A risk assessment covering the health and safety considerations is in place for the event and has been agreed by the venue management.			

<p>Arrival and Depart times</p>	<p>Friday Entry to the venue will be permitted from 1640 at the earliest. Everyone must be clear of the building by 2030</p> <p>Saturday & Sunday Entry to the venue will be permitted from 0745 at the earliest. Everyone must be clear of the building by 2015</p>
<p>Warm up & swim down arrangements</p>	<p>Guidelines for the effective running of warm-ups will be distributed via the WhatsApp broadcast.</p> <p>Please comply with allotted warm up times and announcements and co-operate with the warm up Supervisors. All 10 x 50m lanes will be available for warm up sessions.</p> <p>The 50m pool is not available for swim down at any time during the meet. The diving pool (25m) is not available for this event as it is being used to host a National level Diving event. 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 ASV for this competition</p> <p>Entry to the building will be in the main Aquatics Centre reception door. 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>Entrance and exit to/from poolside for athletes/team staff will be through the main changing village entrance. Entrance to the spectator area for athletes will be via the double doors beside the lift/toilets on level 2. This can be accessed via the main staircase. The staircase at the end of the spectator gallery which can be accessed through the group change corridor may be used by athletes during the meet.</p> <p>Spectators - Entrance to and exit from the spectator gallery will be by the main staircase and through the glass doors at the top of the stairs on level 2.</p> <p>No coaches pen will be in operation at this event</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 desk outside the timing suite 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 (£1 coin needed at ASV). Bags can be taken on to poolside/seating area where space in that area allows. No belongings can 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>Spectating will be available at this event. A section of the spectating area will be allocated for athlete seating and all remaining capacity will be available for spectators. Capacity of this area will be monitored and may need to be restricted during busy times.</p>
<p>Live Streaming</p>	<p>Live streaming will not be in place for this event</p>

<p>Distance Time Trial – Lap Cards</p>	<p>A Sufficient number of judges may not be available for turning lap cards at this meet. Each swimmer must be provided with a suitable person to turn lap cards.</p> <p>No qualification is necessary, nor are whites required to be worn but the person must be a member of the SASA and must wear appropriate poolside shoes. Suitable people might be other swimmers, parents, coaches or chaperones. The responsibility for providing someone to turn lap cards and for them to do so correctly lies entirely with the club.</p>
<p>Footwear</p>	<p>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.</p>
<p>Front of House activities</p>	<p>There may be limited front of house fundraising arrangements in place. This may include a swim shop. If in place, it will be situated at the entrance to the 50m spectator gallery.</p>
<p>Medal Presentations</p>	<p>Medals will be awarded for 1st, 2nd and 3rd places in all events places according to age groupings 12-13 years, 14/15 years, 16 years & over.</p> <p>There are no medals for the distance time trial events. There will be NO medal presentations. The medal table will be situated on poolside near the recorders desk.</p> <p>A Trophy will be awarded to the Top visiting Club. Points will be awarded: 1st place 10 pts through to 10th place 1pt. In the event of a tie, consideration will be given to the most gold medals accumulated and then silver medals. The podium will be on the far side of the pool</p>
<p>Athlete to Team Staff Ratio</p>	<p>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.</p>
<p>Relay Events</p>	<p>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.</p>
<p>Marshalling</p>	<p>There will be marshalling for heats and for finals. All swimmers must attend marshalling before their events and should attend in time.</p> <p>Marshalling will be beside the concrete bench under the spectator gallery. Athletes should not gather in the shower area or corridors while waiting to be called. The waiting area will be at the turn end of the 50m pool. Marshalling for 50m races will take place at the turn end of the pool beside the health suite area.</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</p> <p>There will be no marshalling for relay events. Reserves must marshal unless they have withdrawn.</p>
<p>Withdrawals</p>	<p>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.</p>
<p>Hot Heats</p>	<p>Hot heats will be in operation at this event. Heats will be randomly assigned before each session. Athletes who win a hot heat will be presented with a prize post race.</p>

<p>Catering</p>	<p>Catering provision is available for coaches and team staff. This should be purchased in advance of the event when submitting entries.</p> <p>Cafes are available at both the Aquatics and Sports Centres, with limited opening times (0800-1700).</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>
<p>WhatsApp Broadcast</p> <p>(Start lists & Results sheets)</p>	<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 27th April.</p> <p>For heat sessions, start lists will be printed for coaches/team staff at the venue (1 copy per club/team only) and will also be distributed electronically. Start lists will appear on MeetMobile where possible. Start sheets for the heats sessions will be issued in advance of the event by 9pm on Thursday 28th April.</p> <p>One printed copy of the start sheets for the two final sessions will be available for each club and can be collected from the recorders desk. The start sheets will also be distributed on the WhatsApp broadcast.</p> <p>Results sheets will be posted in the venue, and will also be distributed electronically. Results will 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 - Sean Dawson - 07961 751652 2. WhatsApp Sean the following information: Your Name, Your Number & Your role at the event 3. Sean will then add you to the Event Broadcast
<p>Test & Protect Information</p>	<p>There is no requirement for test and protect data to be recorded for this event</p>
<p>ASV Facility Visitors Information</p>	<p>Aberdeen Sports Village requires information about those visiting the facility to be gathered, everyone attending with the exception of athletes should complete the link below before arriving. Those with an ASV passport are not required to do this.</p> <p>The ASV Passport - Aberdeen Sports Village</p>
<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 UoA Performance 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 and air horns are not permitted at this meet. 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 (or equivalent NGB) 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 Director</p> <p>Referees</p>	<p>Michelle Hall uoameetdirector@gmail.com</p> <p>David Downie Eleanore Ferguson</p>