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|  | ***2022 Long Course Distance Time Trial***  **MEET INFORMATION** |  |

*University of Aberdeen Performance Swimming*

*invites you to the 2022 Long Course Distance Time Trial:*

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| **Venue** | Aquatics Centre, Aberdeen Sports Village, Regent Walk, Aberdeen, AB24 1SX |
| **Pool** | 50 metres, 10 lanes, deck level, full electronic timing, anti-turbulence ropes  There will be no separate 25 metre swim down facility available |
| **Dates** | Friday 29th April 2022 |
| **Licence Number** | Licence No: L2/ND/002/APR22 |
| **Session Times** | Warm up: 1700 Start: 1730 Finish: 2000 (Approx)  *(Subject to change if necessary)* |
| **Arrival** | Entry to the pool hall will be available from 1640 |
| **Meet Purpose** | To provide an opportunity for athletes to update 800m and 1500m times. |
| **Events** | 800m Freestyle, 1500m Freestyle  All events will be seeded as Heat Declared Winner  Events will be swum mixed. No separate Male/Female events.  Athletes can only enter one of the events i.e. 800m **OR** 1500m |
| **Order of Events** | 101 Mixed 800m Freestyle 102 Mixed 1500m Freestyle |
| **Ages** | Events will be swum **age at 31st December 2022**  Eligible ages: 12 & Over |
| **Accreditation** | A licence has been granted and accreditation will be applied for to the SASA North District |
| **Rules** | Meet will be held under FINA rules and SASA regulations. |
| **Club eligibility** | Open to both clubs and composite teams |
| **Lap Cards** | **Judges may not be turning lap cards at this meet. Each swimmer must be provided with a suitable person to turn lap cards.**  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. |
| **Entries** | Entries may have to be limited dependent upon numbers received. In the event that there is an oversubscription, entries will be accepted as evenly across the programme as is practical.  All entries must be on Hy-Tek Team Manager entry file. Entry files will be available on the SASA North District website  Please email entry files and summary sheet to: Sandra Middleton [uoaentries@gmail.com](mailto:uoaentries@gmail.com)  **No postal returns will be accepted**  A draft programme and a list of scratched swimmers, if applicable, will be emailed to each club for checking in advance of the meet.  **Closing Date** for entries, summary sheet and fees: **Monday 4th April 2022 at 5pm.**  **No late entries will be considered** |
| **Entry Fees** | **£10.00 per event**  Entry fees must be received on or before the closing date and will only be accepted by Direct Bank Transfer using the below bank details  Bank of Scotland Account Name: University of Aberdeen Performance Swimming, Account Number: **00581285**  Sort code: **80-12-08**  Please use Reference **UOADIST22** |
| **Consideration Times** | There are no consideration times for this meet. Entry times must be submitted on entry for seeding purposes. These should be real times but do not need to be accredited. Training times can be used. Entries with no times will be rejected. |
| **Early Withdrawals** | Withdrawals prior to the event should be e-mailed to: Sandra Middleton [uoaentries@gmail.com](mailto:uoaentries@gmail.com). To arrive by **5pm at the latest on Wednesday 27th April 2022 at 5pm**  NB: All details must be included on e-mail withdrawals i.e. Name, Event No, Stroke, Time etc. Telephone withdrawals will not be accepted. |
| **Withdrawals at the meet** | Withdrawals at the meet should be notified on the withdrawal form issued. The forms should be handed in to the recorders table at least 30 minutes prior to the start of the session. |
| **Marshalling** | There will be no marshalling for either event.  All swimmers must arrive at the blocks in good time for their event. The start of a race will not be delayed for absent competitors.  Reserves should report to referee in advance of the race to fill available slots in their respective events |
| **Awards** | This is a time trial so no medals, points or any other awards will be available |
| **Technical officials** | Clubs will be required to provide officials. Without sufficient officials the meet will not be able to gain accreditation. There will be no opportunity for judge mentoring at this meet due to the limited selection of events  A completed technical officials sheet should be sent by email to Stephen Jupp [uoasto@gmail.com](mailto:uoasto@gmail.com) by: **Friday 15th April 2022** |
| **Coaches Pack** | There will be no coaches pack for this event. Withdrawal forms can be collected from the recorders. Start sheets will be available electronically in advance of the event and from the records table |
| **Photos/Videos** | Please note that anyone wishing to use photographic equipment, including video cameras must register with the Meet Convenor (application should be made on the appropriate SASA Health and Safety form).  The use of mobile phones will not be permitted in the showers, in the toilets or in the changing areas in order to prevent any misuse of mobiles with integrated digital camera/video equipment. Mobile phones should be turned to silent in the pool hall.  We would be grateful if you could ensure that all members of your club are aware of this requirement. |
| **Data Protection** | ***Entries & Results***  In order to operate this meet, we have a legitimate interest to collect and process some basic personal data from all competitors, specifically name, gender, date of birth.  This data will be held securely and only used for the purposes of managing the meet and reporting results. Dates of birth will only be shared with -   * Scottish Swimming for the purpose of maintaining the National Database which is used for Squad Selection and * Swim England for inclusion on Rankings   Names, gender and age (but not date of birth) will be retained and will be shared with attending clubs and may be published for the purpose of reporting and keeping records.  ***Test & Protect (Subject to change/removal)***  As per the COVID procedures and guidelines in place for the event, Aberdeen Sports Village require contact details for everyone that is part of the event.  They will require:   * Name * Contact number * Club * Role at the event * Sessions participating   Information will be gathered through the QR codes available at the venue. This does not apply to athletes as club contacts will be given for athletes. 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.  ***Aberdeen Sports Village***  In addition to the Test and Protect information, Aberdeen Sports Village require additional information about those visiting the facility for the event. Information will be gathered through the same QR codes used for the Test & protect information available at the venue.  This includes:   * Gender (Optional), Age Group banding & Home Post Code |
| **Meet Viability** | In the event of postponement, cancellation, abandonment or insufficient entries (60% Capacity or less), refunds, if any, will be made at the absolute discretion of the meet organiser. UoA Performance Swimming will have no legal liability to make a refund or pay any form of consequential or indirect damage such as loss of enjoyment, travel and accommodation costs. |
| **COVID-19 Disclaimer** | While every reasonable effort will be made for the competition to happen, the regular changes in COVID restrictions that we have seen still provide some unpredictability when planning competition. The conditions for each meet and whether the entire competition or individual meets ultimately take place is dependent on the local/regional restrictions in place on facilities, the sporting activity and the participants at that time.  No guarantee can be given by UoA Performance Swimming that the competition will take place at a particular time, on any particular date or at any particular venue. UoA Performance Swimming reserves the right to cancel the event without notice and without liability for doing so if required. The event will not be rescheduled if it is unable to take place on the scheduled dates.  In the event of cancellation or abandonment of the event, refunds if any, will be made at the absolute discretion of UoA Performance Swimming.  UoA Performance Swimming will have no legal liability to make a refund or to pay any form of consequential or indirect damage such as loss of enjoyment, travel, catering and accommodation. |
| **Additional Notes** | 1. All swimmers entered must have paid their SASA/NGB membership fee for the current year. Registration numbers must be shown on entry files.  2. All participants are required to adhere to the Scottish Swimming Code of Ethics, and relevant codes of conduct.  3. Start sheets will be available electronically prior to the event and available for all clubs on the day  4. Swimmers must follow the instructions given to them by the meet officials and behave in a reasonable manner at all times.  5. **Clubs must provide individuals to facilitate the turning of lap cards for their swimmers.**  6. Lockers provided in the changing rooms should be used for clothes and other belongings at all times, to keep cubicles free for other swimmers. The meet organisers cannot be held responsible for items lost during the course of the meet. No poolside changing is allowed.  7. No hot drinks or glassware should be taken onto poolside or into the changing area.  8. Swimmers should be supervised by coaches during the warm up  9. Poolside access should be limited to team coaches, team managers and support staff only. Please note that there will be no access to poolside for spectators.  10. Refunds for swimmers who are withdrawn through illness or injury will be granted only if the swimmer has been withdrawn in time according to the meet information and when the swimmer can provide medical evidence confirming that they are unfit to swim to the meet convenor within 14 days following the meet. The letter should be dated not more than 4 weeks before the meet and not more than 10 days after the meet.  12. Results will be posted on meet mobile and will be distributed to the clubs immediately following the event.  13. Programmes will not be available for purchase at the event  14. Officials to take their own water bottles – igloos will be provided filled with water for use. The venue water fountains will also be in use.  15. As rules surrounding COVID-19 are subject to frequent change further information will be e-mailed out to participating clubs much closer to the event taking place in order that it reflects the guidelines in force at that time.  **16. The use of mobile phones is not permitted at any time in the changing area, toilets or shower areas and they must be switched to silent in the pool hall.**  **17. Clubs 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.  18. To comply with child Wellbeing & Protection policies please ensure that swimmers wear clothing and pool shoes when leaving poolside. No poolside changing will be permitted.  19. The event will not be Live-Streamed  20. Different persons have authority and overall responsibility for the running of the event at different stages. A list will be issued prior to the competition detailing whom you should approach with any queries, concerns or complaints during the various stages of the event. |
| **Meet Director:** | Michelle Hall  [[uoameetdirector@gmail.com](mailto:uoameetdirector@gmail.com)](mailto:%20%20%20%20%20%20%20richmich5@sky.com) |

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**Long Course Distance Time Trial 2022**

**SUMMARY SHEET**

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| --- | --- |
| ***Club Name*** |  |
| ***Meet Secretary Name*** |  |
| ***Address*** |  |
| ***Contact Number*** |  |
| ***Contact Email address*** |  |

**ENTRIES SUMMARY**

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| --- | --- | --- | --- |
| Number of Individual Female Entries = |  | @ £10.00 per event = | **£** |
| Number of Individual Male Entries = |  | @ £10.00 per event = | **£** |
| Total Number of Individual Entries = |  | Total | **£** |

**Closing Date for Entries: Monday 4th April 2022 at 5pm**

Entry files must be received by this date

Online payment should be made to:

**Account Name:** University of Aberdeen Performance Swimming

**Account No:** 00581285, **Sort Code:** 80-12-08 (Bank of Scotland)

**Quote Reference:** UOADIST22

**Declaration**

*I confirm that all swimmers entered in this competition have paid their current SASA membership fee and swimmers and parents have been made aware of photographic restrictions at the venue.*

Signed: ......................................... Position in Club ........................................

Date: ..............................

(This declaration **must** be completed by all competing clubs

and sent to Sandra Middleton [uoaentries@gmail.com](mailto:uoaentries@gmail.com))

**Long Course Distance Time Trial 2022**

**OFFICIALS SHEET**

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| **Name of Club** |  |
| **STO Contact** |  |
| **Email address** |  |
| **Contact Number** |  |

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| **Officials Name** | **Timekeeper** | **Judge (J1)** | **Judge (J2)** | **Starter (J2S)** |
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Please return form to: **Stephen Jupp** [**uoasto@gmail.com**](mailto:uoasto@gmail.com)by: Friday 15th April 2022