



SASA NORTH DISTRICT AGE GROUP MEET

25th & 26th November 2023

PARTICIPANT INFORMATION

Dear Clubs and Colleagues


We look forward to welcoming you all to the 2023 SASA North District Age Group Meet. Please read the following information and ensure that it is passed on to anyone in your team attending the meet.

Please note changes to the meet information in **RED**.

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| Venue | Inverness Leisure, Bught Lane, Inverness, IV3 5SS | | | |
| Session Times | Session Number | Warm up | Start | Exp Finish |
| | Session 1 | 1000 | 1105 | 1315 |
| | Session 2 | 1400 | 1505 | 1715 |
| | Session 3 | 0830 | 0935 | 1145 |
| | Session 4 | 1230 | 1335 | 1545 |
| All times above are provisional and subject to change if necessary | | | | |
| Team Managers Meeting | There will be no Coaches/Team Staff meeting for this competition | | | |
| Athlete seating | Athlete seating will be available on poolside around the competition pool and in the spectator gallery. Clubs will not be allocated any specific space unless the organising team consider it necessary on the day. | | | |
| 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. | | | |
| Arrival and Depart times | Saturday | | | |
| | Entry to the venue will be permitted from 0900 at the earliest. Everyone must be clear of the building by 1800 | | | |
| | Sunday | | | |
| | Entry to the venue will be permitted from 0800 at the earliest. Everyone must be clear of the building by 1700 | | | |
| Warm up & swim down arrangements | Guidelines for the effective running of warm-ups will be distributed via email to participating clubs in advance of the meet and will be available on the SASA North District website. | | | |
| | Please comply with any allotted warm-up times and announcements and co-operate with the warm-up supervisors. | | | |
| | All 8 x 25m lanes in the competition pool will be available for warm-up sessions. | | | |
| | The competition pool is not available for swim down at any time during the meet. | | | |
| | The Leisure Pool is not available for this event as it is being used for other public activities. | | | |
| Each lane has a capacity of 8 swimmers | | | | |
| Venue flow | Entry to the building will be in the main 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 | | | |

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| | <p>Athletes/Team Staff – Proceed down the ramp to the right of reception to the changing village and competition pool. No coaches pen will be in operation at this event</p> <p>Spectators – Proceed up the ramp to the right of reception up to the seating area</p> |
| Rules | The meet will be held under World Aquatics rules and Scottish Swimming regulations |
| Coaching Packs | <p>Coaching packs will not be issued for this event.</p> <p>Withdrawal sheets can be collected from the recorders desk on poolside.</p> |
| Changing Village | <p>The changing village will be available for use but time in this area should be limited as far as possible.</p> <p>All users of the changing village must remain mindful that there will be members of the public, including young children, accessing the village for activities in the Leisure Pool. Please be aware of and be respectful towards these other users.</p> <p>The use of foul language will not be tolerated in the changing village.</p> <p>Consumption of food is not allowed in the changing village.</p> <p>Photography/video of any description is prohibited in the changing village, showers and toilets.</p> <p>Athlete clothing, kit bags, etc. can be placed in the lockers provided. A 4-digit code combination will need to be set on the door mechanism to lock the locker door. Please remember this number.</p> <p>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> |
| Spectating | Spectating will be available at this event. A section of the spectating area will be allocated for athlete seating and any remaining capacity will be available for spectators. Capacity of this area will be monitored and may need to be restricted during busy times. |
| Live Streaming | Live streaming will not be in place for this event |
| Footwear | <p>Please note no outdoor footwear is permitted to be worn on poolside.</p> <p>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> |
| Front of House activities | 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 competition pool spectator gallery. |
| Medal Presentations | There will be medals for the first three places in each age group in each event. There will be no medal presentations. Medals can be collected from a table upstairs beside the spectator gallery entrance. |
| 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. |

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| <p>Marshalling</p> | <p>There will be marshalling for all heats.</p> <p>All swimmers must attend marshalling before their events and are advised to attend in good time. 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 entering the <u>final</u> marshalling area will not be permitted to swim, will be treated as a late withdrawal and may be fined accordingly. Reserves must marshal unless they have withdrawn.</p> |
| <p>Withdrawals</p> | <p>Withdrawals should be made using the sheet(s) provided, at least 1 hour before the start of the session or returned by the deadline announced.</p> <p>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>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>Meals will be available for serving technical officials after the morning sessions on both days. Tea and Coffee may be available in the briefing room prior to start of the sessions.</p> |
| <p>Technical Swimsuits</p> | <p>As of 1st September 2022, new regulations will come into force regarding technical swimsuits. From this date all swimmers 13 years and younger cannot compete wearing technical suits in Scottish Swimming licensed or registered events. For further information and FAQ's please see link below. Swimsuits Scottish Swimming</p> |
| <p>WhatsApp Broadcast Start Lists & Results Sheets</p> | <p>A WhatsApp broadcast will not be in place for this event.</p> <p>Start sheets will be printed at venue during the meet. Each club will receive 1 copy of the start sheet per session. These can be collected from a desk at the top of the spectator gallery. Start lists will also appear on MeetMobile where possible.</p> <p>Results sheets will be printed at the venue and displayed on the wall and will also be distributed electronically post event. Clubs will not receive printed copy of the results. Where possible results will appear on MeetMobile and on the SASA North District Website.</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> |

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| General notes | <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 | |
| Code of Ethics | <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, Wellbeing & Protection Procedures | |
| Event Management Contacts | <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> | |
| Arrival/End & between sessions During Competition | Meet Convenor Referees | Trish Sheldon trishsheldon9@gmail.com Saturday – Derek Allan & Richard Spargo Sunday – Richard Spargo & Derek Allan |