



# SASA NORTH DISTRICT OPEN CHAMPIONSHIPS

5<sup>th</sup> & 6<sup>th</sup> November 2022

## PARTICIPANT INFORMATION


Dear Clubs and Colleagues


We look forward to welcoming you all to the 2022 SASA North District Open Championships. This is the first time since November 2019 that this meet has been held. Please read the following information and ensure that it is passed on to anyone in your team attending the meet.

<b>Venue</b>	<b>Aquatics Centre, Aberdeen Sports Village, Regents Walk, Aberdeen, AB24 1SX</b>			
<b>Session Times</b>	<b>Session Number</b>	<b>Warm up</b>	<b>Start</b>	<b>Exp Finish</b>
	Session 1	0745	0905	1200
	Session 2	1230	1335	1610
	Session 3	1630	1720	1915
	Session 4	0745	0905	1200
	Session 5	1230	1335	1545
	Session 6	1615	1705	1900
	All times above are provisional and subject to change if necessary			
<b>Team Staff Meeting</b>	There will be no Coaches/Team Managers/Team Staff meeting for this competition.			
<b>COVID protocols</b>	Anyone experiencing symptoms of Covid-19 or testing positive should not attend the venue. Face coverings are not mandatory. All attendees are encouraged to give each other sufficient space to allow everyone to be comfortable while at the event.			
<b>Athlete seating</b>	Athlete seating will be available on poolside around the competition pool, the non-competition pool, and in the spectator gallery. Clubs will not be allocated any specific space.			
<b>Risk Assessment</b>	A risk assessment covering the health and safety considerations is in place for the event and has been agreed by the venue management.			
<b>Arrival and Depart times</b>	<b>Saturday</b> Entry to the venue will be permitted from 0730 at the earliest. Everyone must be clear of the building by 1945.			
	<b>Sunday</b> Entry to the venue will be permitted from 0730 at the earliest. Everyone must be clear of the building by 2000.			
<b>Warm-up &amp; swim down arrangements</b>	Guidelines for the effective running of warm-ups will be distributed via the WhatsApp broadcast and are 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 10 x 25m lanes in the competition pool will be available for warm-up sessions only. The competition pool is not available for swim down at any time during the meet.			
	9 x 25m lanes will be available in the non-competition pool for warm up and swim down through the whole day. Please ensure that the noise in this area is kept low and doesn't impact on the competition pool. If this facility is mis-used, then it may be withdrawn.			
	<b>Each lane in both pools has a capacity of 10 swimmers</b>			
	The Diving Pool is not available for this event as it is being used for other public activities.			

<p><b>Venue flow</b></p>	<p>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.</p> <p>Athletes/Team Staff – Proceed through the changing village and turn left at the shower area to access the competition pool.</p> <p>No coaches pen will be in operation at this event.</p> <p>Spectators – Proceed up the main staircase to the right of reception up to the spectator gallery.</p>
<p><b>Rules</b></p>	<p>The meet will be held under FINA rules and Scottish Swimming regulations.</p>
<p><b>Coaching Packs</b></p>	<p>Coaching packs will not be issued for this event.</p> <p>Withdrawal sheets can be collected from the recorders desk on poolside. All other information will be sent out via the WhatsApp Broadcast.</p>
<p><b>Changing Village</b></p>	<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 Diving 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><b>Photography/video of any description is prohibited in the changing village, showers and toilets.</b></p> <p>Athlete clothing, kit bags, etc. can be placed in the lockers provided. £1 coin or token is required to lock the door. 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><b>Spectating</b></p>	<p>Spectating will be available at this event. A section of the spectating area may 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.</p>
<p><b>Live Streaming</b></p>	<p>Live streaming will not be in place for this event.</p>
<p><b>Footwear</b></p>	<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>
<p><b>Front of House activities</b></p>	<p>There will be no North District or University of Aberdeen Performance swim shop at this meet. There is a small swim shop run by the Aberdeen Sports Village adjacent to the Aquatics Village cafeteria with a limited range of swim products.</p>
<p><b>Awards</b></p>	<p><b>Medals</b></p> <p>Medals will be awarded for 1st, 2nd and 3rd places in all events. Medals will not be presented but can be collected from the desk outside the timing room on the pool deck.</p> <p><b>Cash Awards</b></p> <p>There will be a £50 award made to all winners of individual events. In the event of a tie for first place, the award shall be shared. There are no cash awards for relay winners.</p> <p>Cash awards for Individual events can be collected from the desk situated outside the timing suite on the pool deck. All awards must be signed for.</p> <p>Winners of awards who do not wish to receive cash will need to provide bank details and a bank transfer will be arranged after the meet is concluded.</p>

	<p><b>North District Trophies</b></p> <p>There shall be a North District Champion and a North District Junior Champion for each individual open event, and they shall each receive a trophy. All trophies shall be presented on the far side of the pool near the start end.</p> <p>Teams must ensure that swimmers are available for the trophy presentations as below:</p> <p><b>Session 2</b></p> <ul style="list-style-type: none"> <li>• Events 201 and 202 after event 202</li> </ul> <p><b>Session 3</b></p> <ul style="list-style-type: none"> <li>• Events 101 – 104 after event 104</li> <li>• Events 105 – 108 after event 108</li> <li>• Events 109 – 112 after event 112</li> <li>• Events 113 – 115 after event 301</li> </ul> <p><b>Session 5</b></p> <ul style="list-style-type: none"> <li>• Events 501 and 502 after event 502</li> </ul> <p><b>Session 6</b></p> <ul style="list-style-type: none"> <li>• Events 401 – 404 after event 404</li> <li>• Events 405 – 408 after event 408</li> <li>• Events 409 – 412 after event 412</li> <li>• Events 413 – 415 after event 601</li> </ul> <p>The following awards will be made at the end of Session 6:</p> <ul style="list-style-type: none"> <li>• The Hugh Campbell Memorial Trophy will be awarded for the best North District male individual swim based on FINA points.</li> <li>• The Gordon Council Friendship Trophy will be awarded for the best North District female individual swim based on FINA points.</li> <li>• The North District Club/Team Championship Trophy will be presented to the North District Club/Team who achieve the most points based on results (10 down to 1).</li> </ul>
<p><b>Athlete to Team Staff Ratio</b></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><b>Marshalling</b></p>	<p>There will be marshalling for all heats and all finals.</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.</p> <p>Swimmers may report to marshalling for more than one event where it is deemed that there will be insufficient time between races to marshal in good time for their next event. It is for the swimmer to inform the marshal if they are reporting for more than one event.</p> <p>Swimmers who have not presented themselves to the marshals prior to their heat entering the final marshalling area will not be permitted to swim, will be treated as a late withdrawal, and may be fined accordingly.</p> <p>Reserves must marshal unless they have withdrawn.</p>
<p><b>Withdrawals from Heats</b></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><b>Withdrawals from Finals</b></p>	<p>Swimmers who wish to withdraw from a final must inform the recorder (at the desk outside the timing room) and complete the withdrawal form no later than 30 minutes after the list of finalists have been published or announced. This will ensure that a reserve can be given the opportunity to compete, and the final seeded accordingly.</p>

<b>Catering</b>	<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 and afternoon sessions on both days in the Aquatics Studio. Tea and Coffee will be available in the briefing room prior to start of the sessions.</p>
<b>Technical Swimsuits</b>	<p>As of 1st September 2022, new regulations came into force regarding technical swimsuits. Swimmers 13 years and younger cannot now compete wearing technical suits in Scottish Swimming licensed or registered events. For further information and FAQ's please see link below.</p> <p><a href="#">Swimsuits   Scottish Swimming</a></p>
<b>WhatsApp Broadcast (Start Lists &amp; Results Sheets)</b>	<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><b>Registration for the broadcast is open to all Coaches and Team Staff attending the event and registration MUST be completed by 9pm on Wednesday 2<sup>nd</sup> November.</b></p> <p><b>Heat sessions start lists will not be printed for coaches/team staff at the venue</b> but will instead be distributed electronically. Start lists will also appear on MeetMobile where possible. <b>Start lists for all heats sessions will be issued in advance of the event by 10pm on Thursday 3<sup>rd</sup> November.</b></p> <p><b>Start lists for finals sessions</b> will be printed and will be available prior to the start of the session at the recorders desk outside the timing room. Start lists will also be distributed on MeetMobile and distributed electronically through the WhatsApp Broadcast.</p> <p>Results sheets will be printed at the venue and displayed on the wall and will also be distributed electronically. Results will also appear on MeetMobile where possible and on the <a href="#">SASA North District Website</a>.</p> <p><b>WhatsApp Broadcast Instructions</b></p> <ol style="list-style-type: none"> <li>1. Save the following contact in your phone <b>Sean Dawson – 07961 751652</b></li> <li>2. WhatsApp <b>Sean</b> the following information: Your Name, Your Number &amp; Your role at the event</li> <li>3. <b>Sean</b> will then add you to the Event Broadcast</li> </ol>
<b>Photography Permission</b>	<p>Please note that anyone wishing to use photographic equipment, including video cameras at the event <b>MUST</b> register using the QR code available below and at the venue.</p> <p><b>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.</b></p> <div style="text-align: center;">  </div>

<p><b>Feedback Survey</b></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. 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><b>General notes</b></p>	<ul style="list-style-type: none"> <li>• Vuvuzelas and air horns are not permitted at this meet.</li> <li>• Please ensure quiet for the starts.</li> <li>• Please ensure that your team does not at any time block Emergency Exits or access around the pool.</li> <li>• 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.</li> <li>• All athletes, coaches and team staff must be a member of SASA prior to attending the event.</li> </ul>					
<p><b>Code of Ethics</b></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><b>Code of Ethics:</b> 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"> <li>• Abide by the principles above</li> <li>• Sign and agree to relevant Codes of Conduct</li> <li>• Set a good example at all times</li> <li>• Follow the spirit of policies as required, e.g. Equity</li> <li>• Abide by and agree to international/national policies and guidelines, e.g. anti-doping, Wellbeing &amp; Protection Procedures</li> </ul>					
<p><b>Event Management Contacts</b></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> <table border="1" data-bbox="400 1749 1495 2051"> <tr> <td data-bbox="400 1749 719 1861"> <p><b>Arrival/End &amp; between sessions</b></p> </td> <td data-bbox="719 1749 1495 1861"> <p>Meet Convenor Michelle Hall <a href="mailto:uoameetdirector@gmail.com">uoameetdirector@gmail.com</a></p> </td> </tr> <tr> <td data-bbox="400 1861 719 2051"> <p><b>During Competition</b></p> </td> <td data-bbox="719 1861 1495 2051"> <p>Meet Referee David Downie</p> <p>Session Referees Saturday – Eleanore Ferguson &amp; Matt Huntington Sunday – Durno Jessiman &amp; Andy Coueslant</p> <p>Jury of Appeal Chair Doris Mair</p> </td> </tr> </table>		<p><b>Arrival/End &amp; between sessions</b></p>	<p>Meet Convenor Michelle Hall <a href="mailto:uoameetdirector@gmail.com">uoameetdirector@gmail.com</a></p>	<p><b>During Competition</b></p>	<p>Meet Referee David Downie</p> <p>Session Referees Saturday – Eleanore Ferguson &amp; Matt Huntington Sunday – Durno Jessiman &amp; Andy Coueslant</p> <p>Jury of Appeal Chair Doris Mair</p>
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