



**SASA NORTH DISTRICT**  
**Sprint Championships - 9<sup>th</sup> September 2023**  
**PARTICIPANT INFORMATION**



Dear Clubs and Colleagues

We look forward to welcoming you all to the 2023 SASA North District Sprint Championships. This is a brand-new event for 2023. 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	0800	0905	1130
	Session 2	1200	1305	1530
	Session 3	1600	1705	1920
	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>Athlete seating</b>	Athlete seating will be available on poolside around the competition pool, swim down pool and in the spectator gallery. Clubs will not be allocated any specific space unless the organising team consider it necessary on the day.			
<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 0740 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. An additional 9 lanes will be available in the non-competition half of the pool.  The competition pool is not available for swim down at any time during the meet. The non-competition part of the pool may be available throughout the whole day for warm-up and swim down. This may be subject to change or withdrawn.  The Diving Pool is not available for this event as it is being used for other public activities.  <b>Each lane has a capacity of 10 swimmers</b>			
<b>Venue flow</b>	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.  Athletes/Team Staff – Proceed through the changing village and turn left at the shower area to access the competition pool.  No coaches pen will be in operation at this event.  Spectators – Proceed up the main staircase to the right of reception up to the spectator gallery.			
<b>Rules</b>	The meet will be held under World Aquatics rules and Scottish Swimming regulations.			

<b>Coaching Packs</b>	<p>Coaching packs will not be issued for this event.</p> <p>Withdrawal sheets and relay team sheets can be collected from the recorders desk on poolside. All other information will be sent out via the WhatsApp Broadcast.</p>
<b>Changing Village</b>	<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>
<b>Spectating</b>	<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>
<b>Live Streaming</b>	<p>Live streaming will not be in place for this event.</p>
<b>Footwear</b>	<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>
<b>Front of House activities</b>	<p>There will be limited North District and Aberdeen Dolphin SC swim shop and other front of house activities available at this meet. There is also a small swim shop run by the Aberdeen Sports Village adjacent to the Aquatics Village cafeteria with a limited range of swim products.</p>
<b>Awards</b>	<p>Medals will be awarded for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places in all events.</p> <p>A cash award of £100 will be made to the winner of the SKINS events.</p> <p>Medals will be available for collection from a desk on poolside outside the timing room</p>
<b>Athlete to Team Staff Ratio</b>	<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>
<b>Marshalling</b>	<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>There will be marshalling for relays.</p>

<b>Withdrawals from Heats</b>	<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>
<b>Withdrawals from Finals</b>	<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> <p>The ASV Aquatics Centre café will be open from 0800.</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 6<sup>th</sup> September 2023.</b></p> <p><b>Heat 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. Start lists for all heats sessions will be issued in advance of the event by 10pm on Thursday 7<sup>th</sup> September 2023.</b></p> <p><b>Start lists for finals session</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 and where possible 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>

<p><b>Photography Permission</b></p>	<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 data-bbox="667 349 1067 745" data-label="Image"> <p>ND Sprint Championships (Photography Registration) September 2023</p> </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> <div data-bbox="667 898 1080 1317" data-label="Image"> <p>ND Sprint Championships (Feedback Form) September 2023</p> </div>
<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>	
<p><b>Arrival/End &amp; between sessions</b> <b>During Competition</b></p>	<p>Meet Convenor</p> <p>Meet Referee</p> <p>Session Referees</p>	<p>Stephen Jupp <a href="mailto:galaconvenors.adsc@gmail.com">galaconvenors.adsc@gmail.com</a></p> <p>David Downie</p> <p>Doris Mair and Matt Huntington</p>