



Highland Swim Team Autumn meet 2023

(UNDER WORLD AQUATICS AND SCOTTISH SWIMMING RULES)

21 and 22 October 2023

Inverness Leisure, Bught Lane, Inverness, IV3 5SS

MEET INFORMATION Licence no L2/ND/060/OCT23

Facilities	25m pool, 8 lanes, 2m depth, anti-turbulence ropes, full electronic timing, Omega blocks with back plates and backstroke starting devices			
Session times	Session One	Warm up 09:00 - 09:50	Start 10:00	Finish 13:00 approx.
	Session Two	Warm up 13:30 - 14:20	Start 14:30	Finish 17:30 approx.
	Session Three	Warm up 08:00 - 08:50	Start 09:00	Finish 12:00 approx.
	Session Four	Warm up 12:30 - 13:20	Start 13:30	Finish 16:30 approx.
Events	100m Butterfly, Backstroke, Breaststroke, Freestyle, IM 200m Butterfly, Backstroke, Breaststroke, Freestyle, IM			
	All heats will be swum by time with ages combined All events are HDW			
Age	All events will be swum as age at 22nd October 2023 Individual age groups: 10/12 years, 13/14 years, 15 years & over			
Eligibility to enter	This meet is open to swimmers who are affiliated to SASA			
Entries	All entries must on Hy-Tek Team Manager entry file Entry files may be obtained by: Downloading from North District website (www.sasanorth.org.uk) Downloading from Swim Scotland website (www.swimscotland.co.uk) Email Meet Secretary Lesley Gatton (lesleygatton@gmail.com)			
	Entries may have to be limited dependent upon numbers received. In the event the meet is over-subscribed, entries will be accepted on fastest first across age groups as evenly as is practical. In the event that an event or an age group is undersubscribed, any time made available will be allocated to other events or age groups in that session			
	A draft programme will be emailed to each club for checking in advance of the meet			
	Please email completed entry file and summary sheet to Lesley Gatton (lesleygatton@gmail.com)			
	Closing date for electronic entries is Monday 25 September 2023 at 17:00 Summary sheet and fees must be received 3 days after the closing date			
Entry Fees	All individual events will be £8.00 per event Entry fees must be received by Thursday 28th September 2023 and will be accepted by cheque or Direct Bank Transfer using the bank details below Reference must be HSTAM23 followed by your club code e.g. HSTAM23NISX Account number: 00901665 Sort code: 80-91-26			



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Consideration Times	There are no consideration times for this meet, non accredited or real times must be used Please note that NT entries will not be accepted
Early Withdrawals	Withdrawals prior to the event may be sent by email to Lesley Gatton (lesleygatton@gmail.com) by 17:00 at the latest on Thursday 19 October 2023 NB: All details must be included on email withdrawals i.e. Name, Event no, Stroke, Event no. Telephone withdrawals will not be accepted
Withdrawals at the Meet	Withdrawals from heats at the meet should be notified on the withdrawal form issued. These should be handed into the recorders' table at least 1 hour prior to the start of the appropriate session
Marshalling	There will be marshalling for heats. All swimmers must report to marshalling before their events and are advised to attend in good time. The start of a race will not be delayed for absent competitors nor for swimmers who have not presented themselves to the marshals prior to their heat Reserves must marshal for their event unless they have withdrawn
Awards	Medals will be awarded for 1st, 2nd and 3rd places. There will be no medal presentations. Medals can be collected from the designated medal table by the swimmer, coach or team manager
Technical Officials	List of Technical Officials for all sessions must be emailed to Lesley Gatton (lesleygatton@gmail.com) no later than Saturday 7 October 2023 Submission of Technical Officials can be sent by email using the form below. Please complete one sheet for each session of the meet. Queries or changes to Technical Officials after the closing date should be directed to the relevant Meet Officials coordinator as above
Photos/video	The use of mobile phones or other devices capable of photography is not permitted at any time in the changing village, toilets or shower areas, and they must be switched to silent in the pool hall. Anyone wishing to use photographic equipment, including video cameras must register with the Information Desk in the upper gallery
Data Protection	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 - <ul style="list-style-type: none">○ Scottish Swimming for the purpose of maintaining the National Database which is used for Squad Selection○ 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



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Additional Notes

1. All swimmers entered must have paid their SASA membership fee for the current year. Registration numbers must be shown on entry files.
2. All participants should adhere to the Scottish Swimming Code of Ethics and relevant Code of Conduct
3. A Licence has been applied for this competition and accreditation will be applied for to SASA
4. The Meet Organisers are available throughout the meet should there be any concerns or queries during the meet
5. Facility capacity will be prioritised for athletes and team staff
6. Spectating will be available at this meet
7. Swimmers must follow the instructions given to them by the meet officials and behave in a reasonable manner at all times
8. To comply with Health & Safety and Wellbeing & Protection policies please ensure that swimmers wear clothing and pool shoes, particularly on the stairs
9. Clubs are responsible for clearing their seating area of belongings, litter, etc before leaving at the end of the competition day. Bin liners and bins will be distributed around the facility - please use them
10. Coaches and team managers can request lunch passes at a cost of £9.00 per head per day. Requests should be submitted with the summary sheet and payment must be made along with entry fees
11. Officials should take their own refillable water bottle (not glass), there will be facility to refill water bottles
12. Over the top starts may be used

Meet Convenor

Our meet convenor is Lisa Houston hstheadcoach@gmail.com

Please note there will be different convenors during each session of the meet.

Information of which will be provided prior to the meet



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INVERNESS LEISURE



Programme of Events

Session One – Saturday morning

101	Girls	10 & over	200m IM
102	Boys	10 & over	200m Breaststroke
103	Girls	10 & over	100m Backstroke
104	Boys	10 & over	100m Butterfly
105	Girls	10 & over	100m Freestyle

Session Three – Sunday Morning

301	Boys	10 & over	200m IM
302	Girls	10 & over	200m Breaststroke
303	Boys	10 & over	100m Backstroke
304	Girls	10 & over	100m Butterfly
305	Boys	10 & over	100m Freestyle

Session Two – Saturday afternoon

201	Boys	10 & over	200m Freestyle
202	Girls	10 & over	200m Backstroke
203	Boys	10 & over	200m Butterfly
204	Girls	10 & over	100m IM
205	Boys	10 & over	100m Breaststroke

Session Four – Sunday Afternoon

401	Girls	10 & over	200m Freestyle
402	Boys	10 & over	200m Backstroke
403	Girls	10 & over	200m Butterfly
404	Boys	10 & over	100m IM
405	Girls	10 & over	100m Breaststroke



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SUMMARY SHEET

Match Secretary _____

Address _____

Club Name/Abbr _____

Tel. No _____
E-mail address _____

..... Individual Male Entries @£8.00	£
..... Individual Female Entries @ £8.00	£
..... Coach Meal Passes(Per day)@ £9.00	£
TOTAL	£

CLOSING DATE FOR ELECTRONIC ENTRIES – 25 September 2023 at 17:00
 Paperwork and payment to be received by the Highland swim team Entries Secretary within 3 postal days of closing date; Postal address:
 Lesley Gatton
 152 Shillinghill
 Alness
 IV17 0TD
 BACS Payment Reference HSTAM23 followed by Club Code eg HSTAM23NISX Sort Code: 80-91-26 A/C No 00901665
 Have you enclosed or sent: Cheque or electronic payment
 Hy-tek Team Manager Entry File
 Declaration and Summary Sheet
 Late payment will result in electronic entries being rejected

Declaration I confirm that all swimmers entered in this competition have paid their current SASA membership fee.
 I confirm that all coaches and/or team staff from our club who will be on poolside are members of Scottish Swimming and have current PVG disclosure.

Signed Position in Club Date
 (This declaration **must** be completed by all competing clubs)



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OFFICIALS SHEET - Please Use this sheet for officials and email to the Entries Secretary

Club _____
 STO Contact Name: _____
 Tel No: _____
 E-mail address _____

Meet Officials Convenor:
 Tel: _____
 E-mail: lesleygatton@gmail.com

No of swimmers entered.....

	Judges	Judge Level	Club Code		Timekeepers	Club Code	SASA Number			
	Name				Name					
1				1						
2				2						
3				3						
4				4						
5				5						
6				6						
7				7						
8				8						
9				9						
10				10						
11				11						