**SASA NORTH DISTRICT**

**DEVELOPMENT MEET**

**PARTICIPANT INFORMATION**

Dear Clubs and Colleagues

We look forward to welcoming you all to the 2025 SASA North District Development Meet. Please read the following information and ensure that it is passed on to anyone in your team attending the meet.

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| **Venue** | **Inverness Leisure, Bught Lane, Inverness, IV3 5SS** | | | | |
| **Session Times** | **Session Number**  Session 1  Session 2  Session 3  Session 4 | | **Warm up**  0930  1400  0830  1300 | **Start**  1035  1505  0935  1405 | **Exp Finish**  1330  1800  1230  1700 |
| **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 Departure times** | **Saturday**  Entry to the venue will be permitted from 0900 at the earliest. Everyone must be clear of the building by 1830.  **Sunday**  Entry to the venue will be permitted from 0800 at the earliest. Everyone must be clear of the building by 1800. | | | | |
| **Warm up & swim down arrangements** | Guidelines for the effective running of warm-ups will be available on the SASA North District website.  Please comply with 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. Please be aware of and be respectful towards other users.  **Each lane has a capacity of 10 swimmers** | | | | |
| **Venue flow** | Entry to the building will be in the main reception door.  Athletes/Team Staff – Proceed down the ramp to the right of reception and through the changing village to access the competition pool.  No coaches pen will be in operation at this event.  Spectators – Proceed up the ramp to the right of reception up to the spectator gallery. | | | | |
| **Rules** | The meet will be held under World Aquatics rules and Scottish Swimming regulations | | | | |
| **Coaching Packs** | Coaching packs will not be issued for this event.  Withdrawal sheets can be collected from the Recorders Desk on the pool deck. | | | | |
| **Changing Village** | The changing village will be available for use, but time in this area should be limited as far as possible. Consumption of food is not allowed in the changing village.  The use of foul language will not be tolerated in the changing village.  **Photography/video of any description is prohibited in the changing village, showers and toilets.**  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 code  Bags can be taken on to poolside/seating area where space in that area allows. No belongings can be left in the changing cubicles. | | | | |
| **Spectating** | 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. | | | | |
| **Live Streaming** | Live streaming will not be in place for this event | | | | |
| **Footwear** | Please note no outdoor footwear is permitted to be worn on poolside.  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. | | | | |
| **Front of House activities** | There may be limited front of house fundraising arrangements in place. If in place, it will be situated at the entrance to the competition pool spectator gallery.  There is also a small swim shop run by Inverness Leisure adjacent to the Aquatics Centre café with a limited range of swim products. | | | | |
| **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. | | | | |
| **Awards** | Medals will be awarded for 1st, 2nd and 3rd places achieved by swimmers in all events according to age groupings 11-12 years, 13 years, 14 years and 15 years and over.  Medals will not be presented but can be collected from the Medal Desk on the upper deck upon entry into the spectator gallery. | | | | |
| **Marshalling** | There will be marshalling for all heats.  All swimmers must present themselves to the marshal before their events and are advised to attend in good time.  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.  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 leaving the first marshalling area will not be permitted to swim, will be treated as a late withdrawal, and may be fined accordingly.  Reserves must present themselves to the marshal unless they have withdrawn. | | | | |
| **Withdrawals from heats** | 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.  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. | | | | |
| **WhatsApp Broadcast**  **(Start lists & Results sheets)** | A WhatsApp broadcast will not be in place for this event.  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.  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. Results will also appear on MeetMobile where possible and on the [SASA North District Website](https://www.sasanorth.org.uk/2022meets.html). | | | | |
| **Catering** | Catering provision is available for coaches and team staff. This should be purchased in advance of the event when submitting entries.  Meals will be available for serving technical officials after the morning and sessions on both days in Studio 3 (TBC). Tea and Coffee will be available in the lower deck lounge prior to start of the sessions.  Catering at the Inverness Leisure Café may be very limited or unavailable during the event. | | | | |
| **Photography Permission** | 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.  **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.** | | | | |
| **Qr code  Description automatically generatedPhotography QR code**  Or <https://forms.office.com/r/dQ6UzUYbCJ> | | | | |
| **Transgender & Non-Binary Competition Policy** | As of the 1st January 2024 the Scottish Swimming Transgender & Non-Binary Competition Policy was implemented nationally across all aquatics sports. Any policy related matters that arise during the event should be reported to and will be recorded by the Meet Convenor/Lead Referee and these matters will be communicated to and managed post event by the relevant Scottish Swimming Staff. At no point will members be challenged on the day of a competition with any matters being resolved post event.  As a result of this policy being implemented, any competitor intending to compete within the Female category at this event will be required to provide confirmation that their birth sex is female when signing up to the meet conditions through entry. By entering the Female category, athletes are therefore confirming their birth sex is female and are eligible to compete in the Female category. | | | | |
| **Technical Swimsuits** | 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: [Swimsuits | Scottish Swimming](https://www.scottishswimming.com/our-sports/swimming/swimsuits) | | | | |
| **General notes** | * 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** | 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.  **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.  Scottish Swimming Staff, Board of Directors, Council, Districts, Committees, Members, Clubs and their members agree to:   * 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** | Different people have authority and overall responsibility for the running of the meet at different stages. | | | | |
| Meet Convenor  Referees Day 1  Referees Day 2 | Trish Sheldon [iascconvenor@gmail.com](mailto:iascconvenor@gmail.com)  Lesley Gatton & Richard Spargo  Doris Mair & David Downie | | | |