**Westhill District**

**Amateur Swimming Club**

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**Invitational Meet**

WESTHILL SWIMMING POOL

On

17th-18th May 2025

[www.westhilldistrictasc.org.uk](http://www.westhilldistrictasc.org.uk)

www.westhilldistrictasc.org.uk

**MEET INFORMATION**

**(UNDER WORLD AQUATICS AND SASA SWIMMING REGULATIONS**)

|  |  |
| --- | --- |
| **POOL** | 25 Metres, 6 Lanes, Anti-turbulence ropes, Starting Blocks deep end, Electronic Timing. Level Deck Pool; Dept: 2metres both ends |
| **SESSIONS** | Session One Warm Up 08:30 - Start 09:35  Session Two Warm Up 13:30 - Start 14:35  Session Three Warm Up 08:30 - Start 09:35  Session FourWarm Up 13:30 - Start 14:35    (SUBJECT TO CHANGE IF NECESSARY) |
| **EVENTS** | **AGE GROUP AND OPEN ONLY**  **See attached sheet for programme of events. All events are HDW**  100m All Strokes for All Age Groups  200m All Strokes for All Age Groups  200m IM For All Age Groups  400m IM and 400m Freestyle - Open  50m All strokes – Open  200m Mixed Relays to be swum as 4 x 50m Freestyle and 4 x 50m Medley. Each team is to be 2 females and 2 males. Participants must have been accepted for at least one individual swim and can only swim for one team per event.  Team lines will be required to be submitted one hour before the start of the session in which the relay takes place.  Each club can only enter a maximum of two teams. |
| **AGE** | Age on last day of competition i.e., 18th May 2025  The Age Groups are: - 12/13 years, 14/15 years, 16 years and over.  Open Events are available for swimmers who fall into the above age group categories.  Medals will not be presented on poolside and should be collected from the medal table in the foyer after results have been confirmed. |
| **ENTRY FEES** | £7.00 PER INDIVIDUAL EVENT  £10.00 PER RELAY EVENT  Entry fees should be paid by BACS to:  **A/C no: 00285386 Sort Code: 83 28 40**  Please include your club name in your payment reference.  Please note the entry file and summary sheet must be received by email, along with payment made by BACS transfer, by the closing date. |
|  | **CLOSING DATE FOR ENTRIES IS 5pm FRIDAY 18th April**  **Entries received after this date will not be accepted** |
| **MEET ENTRIES** | **This is a club meet and entries will not be accepted from composite teams.**  **All entries must be on Hy-tek Team Manager entry file.**  Entry files may be obtained by downloading from Swim Scotland, North District website ([www.sasanorth.org.uk](http://www.sasanorth.org.uk)), or by contacting Meet Coordinator at [meet.entries@westhilldistrictasc.org.uk](mailto:meet.entries@westhilldistrictasc.org.uk).  Entries must be submitted using the most up to date personal best times for all swimmers at time of entry. Swimmers entered with No Time (NT) will be rejected.  **Entries may have to be limited dependent upon numbers received. In the event that there is an oversubscription, entries will be accepted fastest first as evenly across the programme as is practical.**  **Westhill reserves the right to fill empty lanes with their own swimmers however these swimmers will not be eligible for medals.**  **Clubs will be notified of any rejected swims prior to the meet along with a provisional program.**  **Times do not require to be accredited but should be real times achieved at non credited meets or club time trials.**  Age Group Events - heats will be swum with all age groups combined and swimmers seeded by entry times. Where possible the accepted entries for each age group will be equal, but if an age group is under-subscribed, the organising committee reserves the right to include additional entries in other age groups.  Westhill District ASC reserves the right to swim a slower heat for their swimmers if entry numbers allow.  **Entries for 50m events will only be accepted for swimmers that are also entered for at least one 100m/200m event.**  **All entries must be accompanied by a signed Summary Form**  The organising committee retains the right on the final selection for the number of heats per event.  Lists of accepted participating swimmers and a draft programme will be emailed to each club.  Please email the entry file and summary sheet to: -  **Meet Coordinator**  [meet.entries@westhilldistrictasc.org.uk](mailto:meet.entries@westhilldistrictasc.org.uk) |
| **AWARDS** | Medals will be awarded to 1st, 2nd and 3rd place.  The Skene Medical Group Trophy will be awarded to the top club attending the Meet. Points will be awarded for the first six places in each event. i.e., 1st - 6 points, 2nd - 5 points, 3rd - 4 points, 4th - 3 points, 5th - 2 points, 6th - 1 point. In the event of a tie, the Club with the best relay results will be awarded the trophy.  **Note:** Points will not be awarded for relays.  The McCue and Porter Cups will be awarded to the Best Age Group Male and Female. |
| **WITHDRAWALS** | **Withdrawals prior to the competition** should be emailed to: -  [meet.entries@westhilldistrictasc.org.uk](mailto:meet.entries@westhilldistrictasc.org.uk)  **To arrive no later than 5pm Thursday 15th May 2025**  All details must be included on e-mail withdrawals i.e., Name, Event No, Stroke, SASA No. etc.  No refunds will be given after the closing date with the exception of Medical withdrawals, as detailed below.  **NB** Telephone withdrawals will not be accepted under any circumstances.  **Withdrawals on the day** should be submitted on the withdrawal forms made available and should be presented to the Recorders table **at least 1 hour prior to the start of the first session and updated accordingly one hour before the start of each session thereafter**. |
| **MEDICAL**  **WITHDRAWALS** | Please note that anyone withdrawing on medical grounds, refunds will only be granted on production of a letter from a suitably qualified professional confirming withdrawal is recommended. The letter must be received within 7 days following the meet and should be dated no earlier than the closing date or later than 3 days from the date of the competition. |
| **MARSHALLING** | Marshalling will take place on poolside. All swimmers including reserves must attend marshalling before their events and are advised to attend in good time. (The suggested minimum is 4/5 heats or 1 event in advance.) The start of a race will not be delayed for absent swimmers. If a swimmer is not present when the heat leaves for the final marshalling point, the reserve will swim.  **There will be no marshalling for relays** |
| **TECHNICAL OFFICIALS** | Lists of Technical Officials should be submitted to STO Coordinator at below email by 5pm Friday 2nd May 2025. Queries or changes to Technical Officials after this date should be directed to:  [officials@westhilldistrictasc.org.uk](mailto:officials@westhilldistrictasc.org.uk)  There is an expectation that number of officials provided should be reflected by number of swimmers entered in order to ensure the meet will be accredited.  Judges and Timekeepers in training, who are requiring specific signatures, should make this clear in their request. Requests will be accommodated only if the referee considers it practical.  Technical Official Lists should be submitted in accordance with North District Regulations relating to minimum technical official requirements for number of swimmers entered. |
| **CATERING** | A light lunch will be provided for all Technical Officials at a nearby local venue.  Technical officials are advised to bring their own water bottles to the event.  Lunch tickets for coaches are available at a cost of £5 per day. Clubs wishing to purchase tickets should complete the relevant section of the Entry Form Summary sheet. |
| **PHOTOGRAPHY/**  **MOBILE PHONES** | Please note that anyone wishing to use photographic equipment for non-commercial purposes, including video cameras must complete Photography Permission Form accessed by QR code below and on posters at venue on the day.  **It is not permitted to take photos or videos including those acquired on mobile phones unless a Photography Permission Form has been completed.**  No person may for commercial purposes take photographs or use any video recording equipment inside the event without the express written permission of Westhill District ASC.  No flash photography is permitted at any time within the competition pool area.  Mobile phones may not be used in the pool hall or in the changing village. Use of mobile phones within the building is limited to designated areas.  Any individuals wishing to post images on social media should ensure that only their swimmer is identifiable unless permission has been obtained from the individuals or their parents/guardian. |
| **MEET REGULATIONS** | No guarantee can be given by Westhill District ASC that the event will take place at a particular time, or any date, and Westhill District ASC reserves the right to reschedule the event without notice and without liability for so doing. It is expected that this would only happen because of unforeseen circumstances, e.g., venue/facility failure or adverse weather. |
|  | In the event of postponement, cancellation or abandonment of the event, refunds if any, will be made at the absolute discretion of Westhill District ASC. Westhill District ASC will have no legal liability to make a refund or to pay any form of consequential or indirect damage such as loss of enjoyment, travel, and accommodation costs. |
| **NOTES** | All swimmers entered must have paid their SASA membership fee for the current year. Registration numbers **must** be shown on entry files. A licence has been granted for this competition and accreditation will be applied for to the SASA North District. |
|  | All participants should adhere to the Scottish Swimming Code of Ethics and relevant codes of conduct. |
|  | Poolside access will be limited to one Coach per 10 swimmers, with a maximum of 3 Coaches at any one time. |
|  | Participating clubs will receive one copy of start sheets and results will be posted at the pool during the events and after the event on the North District website. |
|  | Westhill District ASC reserves the right to amend the programme at any time. |
|  | Lockers provided in the changing rooms (20p coin required) should be used to store all belongings. The meet organisers and the facility management cannot be held responsible for items lost during the course of the event. No swimming bags/kit bags should be poolside. |
|  | Glass bottles or containers are not permitted in the changing village and pool hall. This includes the spectator areas.  Footwear must be used outside the pool area. |
|  | Seating areas will be allocated to each team. Teams are responsible for clearing their seating area of belongings, litter etc. before leaving at the end of the competition day. |
| **Data Protection**  **Technical Swimsuits**  **Transgender and Non-binary policy** | **Entries and Results**  Personal data acquired from competitors to allow for the operation of this meet will be held securely and used only for the purpose of managing the meet, including the reporting of results, in line with GDPR guidance.  As of 1st September 2022, new regulations have come into force regarding technical swimsuits.  All swimmers aged 13 years and under cannot compete wearing technical suits in Scottish Swimming licenced or registered events.  For further information and FAQ’s please see link below.  <https://scottishswimming.com/news/technical-swimsuit-policy-update/>  As of the 1st January 2024 the Scottish Swimming Transgender & Non-Binary Competition Policy was implemented nationally across all aquatics sports. The policy and FAQs can be found [HERE](https://www.scottishswimming.com/about-us/equality). 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. |
| **Meet Convener** | Bev MacLennan Email: [meet.convener@westhilldistrictasc.org.uk](mailto:meet.convener@westhilldistrictasc.org.uk) |

**WESTHILL INVITATIONAL MEET 2024**

**PROGRAMME OF EVENTS**

**SESSION ONE WARM UP 08:30 START 09:35**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Event No: | 101 | Male & Open | 12 years and over | 200m Freestyle |
|  | 102 | Female | 12 years and over | 200m Breaststroke |
|  | 103 | Male & Open | 12 Years and over | 100m Butterfly |
|  | 104 | Female | 12 Years and over | 100m Backstroke |
|  | 105 | Male & Open | Open | 50m Breaststroke |
|  | 106 | Female | Open | 50m Butterfly |
|  | 107 | Male & Open | 12 Years and over | 200 IM |
|  | 108 | Female | Open | 400 Freestyle |

**SESSION TWO WARM UP 13:30 START 14:35**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Event No | 201 | Male & Open | 12 years and over | 200m Backstroke |
|  | 202 | Female | 12 years and over | 200m Butterfly |
|  | 203 | Male & Open | 12 years and over | 100m Breaststroke |
|  | 204 | Female | 12 years and over | 100m Freestyle |
|  | 205 | Male & Open | Open | 50m Freestyle |
|  | 206 | Female | Open | 50m Backstroke |
|  | 207 | Male & Open | Open | 400m IM |
|  | 208 | Mixed |  | 4 x 50m Medley Relay |

**SESSION THREE WARM UP 08:30 START 09:35**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Event No | 301 | Female | 12 years and over | 200m Freestyle |
|  | 302 | Male & Open | 12 years and over | 200m Breaststroke |
|  | 303 | Female | 12 years and over | 100m Butterfly |
|  | 304 | Male & Open | 12 years and over | 100m Backstroke |
|  | 305 | Female | Open | 50m Breaststroke |
|  | 306 | Male & Open | Open | 50m Butterfly |
|  | 307 | Female | 12 years and over | 200m IM |
|  | 308 | Male & Open | Open | 400 Freestyle |

**SESSION FOUR WARM UP 13:30 START 14:35**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Event No | 401 | Female | 12 years and over | 200m Backstroke |
|  | 402 | Male & Open | 12 years and over | 200m Butterfly |
|  | 403 | Female | 12 years and over | 100m Breaststroke |
|  | 404 | Male & Open | 12 years and over | 100m Freestyle |
|  | 405 | Female | Open | 50m Freestyle |
|  | 406 | Male & Open | Open | 50m Backstroke |
|  | 407 | Female | Open | 400m IM |
|  | 408 | Mixed |  | 4 x 50m Freestyle Relay |

**The McCue and Porter Cups will be awarded to the Best Age Group Boy and Girl.**

**The Skene Medical Group Trophy for Best Club will also be awarded.**

**WESTHILL INVITATIONAL MEET 2025**

**Saturday 17th & Sunday 18th May 2025- Westhill Swimming Pool**

**SUMMARY SHEET**

**Contact Details**

|  |
| --- |
| Club Name/Abbreviation: |
| Match Secretary Name: |
| Email: |
| Contact No: |
| Address: |
| Post Code: |

|  |  |  |  |
| --- | --- | --- | --- |
| Individual Age Group Male Entries | ……………… | @ £7.00 | = £………… |
| Individual Open Male Entries | ……………… | @ £7.00 | = £………… |
| Individual Age Group Female Entries | ……………… | @ £7.00 | = £………… |
| Individual Open Female Entries | ……………… | @ £7.00 | = £………… |
| Mixed Team Entries | ……………… | @ £10.00 | = £………… |
| Coach Lunch voucher | ……………… | @ £5.00 | = £………… |
|  |  | TOTAL | = £………… |

**CLOSING DATE FOR ENTRIES IS FRIDAY 18th APRIL 2025**

**Payment by BACS transfer to A/C no: 00285386 Sort Code: 83 28 40. Please use your club name as reference.**

**Declaration** (This declaration **must** be completed by all competing clubs)

I confirm that all swimmers entered in this competition have paid their current SASA membership fee.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position in Club\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WESTHILL INVITATIONAL MEET 2025**

**Saturday 17th & Sunday 18th May 2025 Westhill Swimming Pool**

|  |  |
| --- | --- |
| **CLUB:** |  |
| **STO CONTACT:** |  |
| **EMAIL ADDRESS:** |  |
| **CONTACT NO:** |  |

**OFFICIALS SHEET**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Mentoring** | | | **Timekeeper Signatures Required?** | | **Sessions Available** | | | |
| **Name** | **Qualified Level** | **Required (Y/N)** | **Trainee Level** | **Any Specific Duties Required (e.g., CIT, Finish Order)** | **Timekeeper**  **(Y/N)** | **Chief Timekeeper**  **(Y/N)** | **1** | **2** | **3** | **4** |
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Please email this form by **5pm Friday 2nd May 2025: -** [officials@westhilldistrictasc.org.uk](mailto:officials@westhilldistrictasc.org.uk)