SASA NORTH DISTRICT OPEN CHAMPIONSHIPS
7th & 8th November 2026
PARTICIPANT INFORMATION

Dear Clubs and Colleagues

We look forward to welcoming you all to the 2026 SASA North District Open Championships. Please read the following information and ensure that it is passed on to anyone in your team attending the meet.

<table>
<tr><td>Venue</td><td colspan="4">Inverness Leisure, Bught lane, Inverness, IV3 5SS</td></tr>
<tr><td rowspan="2">Session Times</td><td>Session</td><td>Warm up</td><td>Start</td><td>Exp Finish</td></tr>
<tr><td>Session 1
Session 2
Session 3
Session 4
Session 5
Session 6</td><td>0800
1230
1630
0800
1230
1600</td><td>0915
1335
1725
0915
1335
1655</td><td>1150
1550
1920
1150
1535
1900</td></tr>
<tr><td colspan="4">All times above are provisional and subject to change if necessary</td></tr>
<tr><td>Team Meeting</td><td colspan="4">There will be no Coaches/Team Staff meeting for this competition</td></tr>
<tr><td>Athlete seating</td><td colspan="4">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.</td></tr>
<tr><td>Risk Assessment</td><td colspan="4">A risk assessment covering the health and safety considerations is in place for the event and has been agreed by the venue management.</td></tr>
<tr><td>Arrival and Depart times</td><td colspan="4">Entry to the venue will be permitted from 0730 at the earliest on each morning. Everyone must be clear of the building by 2000 each evening.</td></tr>
<tr><td>Warm up & swim down arrangements</td><td colspan="4">Guidelines for the effective running of warm-ups will be distributed via the WhatsApp broadcast and available on the SASA ND 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 in the competition pool has a capacity of 12 swimmers</td></tr>
<tr><td>Venue flow</td><td colspan="4">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 down the ramp to the leisure waters and proceed through the changing rooms to 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</td></tr>
<tr><td>Rules</td><td colspan="4">The meet will be held under World Aquatics rules and Scottish Swimming regulations</td></tr>
<tr><td>Coaching Packs</td><td colspan="4">Coaching packs will not be issued for this event.
Withdrawal sheets can be collected from the recorders desk on poolside. All other information will be sent out via the WhatsApp Broadcast</td></tr>
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Changing Village	• The changing village will be available for use but time in this area should be limited as far as possible. • 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 Leisure Pool. Please be aware of and be respectful towards these other users. • The use of foul language will not be tolerated in the changing village. Consumption of food is not allowed in the changing village. • Photography/video of any description, and the use of electronic devices capable of taking photographs or videos is strictly forbidden in the changing village, showers and toilets. • At no time should photographs or videos, including as part of an App such as TikTok or Snapchat, be taken or uploaded in these areas. Anyone choosing to use their device in this way in these sensitive areas will be subject to disciplinary measures. • Athlete clothing, kit bags, etc. can be placed in the lockers provided. A 4-digit code is required to secure the lockers. Bags can be taken on to poolside/seating.
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.
Awards	Medals will be awarded for 1st, 2nd and 3rd places in all events. **Cash Awards** There will be a £50 cash award made to all open winners of individual events. There will be a £100 cash award made to open winning teams of relay events. In the event of a tie for first place, any award shall be shared. Cash awards can be collected from the Medal Desk on poolside outside the timing room on the pool deck. If preferred this award can be made by bank transfer. **Best Performance Trophies** The Hugh Campbell Memorial Trophy will be awarded for the best male individual swim by a North District swimmer based on World Aquatics points. The Gordon Council Friendship Trophy will be awarded for the best female individual swim by a North District swimmer based on World Aquatics points. **Best Club Trophy** The North District Club/Team Championship Trophy will be presented to the North District Club/Team that achieves the most points based on results (8 - 1). **North District Champions** The North District Champion of all individual events with the exception of the form stroke 50m events will receive a trophy. **North District Junior Champions** The North District Junior Champion of all events, with the exception of the form 50m events, will receive a trophy. There will be presentations for trophy winners only. Medals can be collected from the Medal Desk on the balcony of the spectator gallery.
Athlete Team Staff Ratio	A ratio of 1 coach to 10 athletes, with the maximum of 4 coaches/team managers in venue per session.

Event Passes	**For Team Staff** (Coaches & Team Managers) All team staff must have a valid event pass for 2026 to enable access onto poolside at this meet. Team Staff from Scottish clubs and teams applying for a pass, must have valid SASA membership, a current CWPS certificate and a valid PVG check through Scottish Swimming. An annual (2026) Scottish Swimming Team Staff pass or a District Team Staff pass from any Scottish District will be accepted. The following link is for the SASA North District Team Staff pass application: SASA North District Team Staff Pass Application Link Team staff from outwith Scotland should contact the Meet Convenor **before** entering this meet to allow time for any checks to be carried out. A relevant disclosure check from their association is the minimum that will be required. Passes must be worn and clearly visible at all times as the SASA North District meet team will be carrying out poolside checks. Anyone not displaying and wearing a valid pass may be asked to leave the poolside/athlete areas until a pass can be produced. **For Event Staff** (Technical Officials and Event Staff **in a regulated role**) All Technical Officials and Event Staff who are in a regulated role must have a valid Scottish Swimming Event Staff pass for 2026 to enable access onto poolside at this meet. Event Staff applying for a pass must have valid SASA membership, a current CWPS certificate and a valid PVG check through Scottish Swimming. The following link is for the Scottish Swimming Annual Event Staff pass: 2025-2026 Annual Event Volunteer Pass (Swimming) Passes must be worn and clearly visible at all times as the SASA North District meet team will be carrying out poolside checks. Technical Officials are not required to wear their pass when actively carrying out their role but require to wear it at all other times. Anyone not displaying and wearing a valid pass, when not actively carrying out their role, may be asked to leave the poolside/athlete areas until a pass can be produced. **For Event Staff** (STOs and Event Staff who are **not in a regulated role**) For those Technical Officials and Event Staff who are not in a regulated role, an event specific pass will be issued by the organising team, on the day of the event. This pass must be worn when on poolside or in athlete areas.
Marshalling	**There will be marshalling for all heats and all finals including relays.** All swimmers must present themselves to the marshal before their events and are advised to attend in good time. The start of a race will not be delayed for absent competitors. Swimmers may report to marshalling for more than one event where it is deemed that there will be insufficient time between races to report to the 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. 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 marshall 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.
Withdrawals from finals	Swimmers who wish to withdraw from a final must inform the recorder and submit the withdrawal form no later than 30 minutes after finalists lists have been published or announced. This will ensure that a reserve can be given the opportunity to compete and the final seeded accordingly.
Team Lines	Team lines must be submitted by 2pm to the recorders.

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 afternoon sessions on both days (in sports centre studio 2 on the Saturday and the botanical gardens on the Sunday). Tea and Coffee will be available in the briefing room (studio 3 – formally the lower deck lounge) prior to start of the sessions.
Technical Swimsuits	**All Swimmers regardless of age entered in the competition can wear technical swimsuits as this is an open meet.**
WhatsApp Broadcast **(Start lists & Results sheets)** **Instructions**	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. **Registration for the broadcast is open to all Coaches and Team Staff attending the event and registration MUST be completed by 9pm on Wednesday 4th November 2026.** **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 5th November 2026.** **Start lists for finals session** will be printed and will be available prior to the start of the session at the recorders desk outside the timing room. They will also be distributed on MeetMobile and distributed electronically through the WhatsApp Broadcast. 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 SASA North District Website. **WhatsApp Broadcast Instructions** 1. Save the following contact in your phone Sean Dawson - 07961751652 2. WhatsApp **Sean** the following information: Your Name, your Number & your Role at the event 3. **Sean** will then add you to the Event Broadcast
Photography Permission	For this meet the North District will not require anyone wishing to use photographic equipment, including video cameras, to register. No professional photography will take place at this meet, and the use of flash photography is not permitted. Spectators who wish to take images are requested to focus on their own family member as much as reasonably possible, and to avoid including other participants in images, particularly if those images are being shared with family and friends or through social media platforms. Photographs / videos taken must not be used for illicit purposes and pictures / videos produced must not be altered in any way, or uploaded onto the web without the consent in writing of the person(s) photographed / filmed. 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.
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

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<tr><td>Code of Ethics</td><td colspan="2">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</td></tr>
<tr><td rowspan="2">Event Management Contacts
Arrival/End & between sessions
During Competition</td><td colspan="2">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.</td></tr>
<tr><td>Meet Convenor

Meet Referee
Referees

Event Wellbeing & Protection Officer</td><td>Vicki Allan - highlandswimteam1@gmail.com

Durno Jessiman
Saturday – Derek Allan & Richard Spargo
Sunday – Stephen Jupp & Lesley Gatton

Andrea Ross</td></tr>
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