



**2020**

**SWIM WALES NORTH**

**Junior Development Meet**

**(Under FINA Technical Rules & Swim Wales Laws)**

**Saturday May 16th**

**Llandudno Swimming Centre,**

**Mostyn Broadway, Llandudno, LL30 1YR.**

**Meet Pack**

**Licence Numbers :-WL200033**

**Closing date April 24th**

**Swim Wales North**  
**2020 Junior Development Meet**  
*Llandudno Swimming Centre*

**May 16th 2020**

**Warm up and Start times to be confirmed following receipt of entries**

**Meet Information & Conditions**

**Meet Licence No:-WL**

**Eligibility:-**

This competition is designed for swimmers who have not qualified to swim in the Welsh Age Group & Youth Long Course Championships in the current year. **Please note that if a swimmer is/was eligible to swim in ANY event in the Swim Wales Age Groups & Youth LC Championships in the current year then they are NOT eligible to swim in ANY event in the Junior Development competition.**

**Age Groups**

**Age as at 31<sup>st</sup> December 2020**

	Girls	Boys
Individuals	9 years	9 years
	10 years	10 years
	11 years	11 years
	12 years	12 years
Relays	9-10 years	9- 10 years
	12 & Under	12 & Under

**Events**

<u>Individuals</u>	<u>Age Groups</u>		
Girls	9 years	10 years	11 years + 12 years
Boys	9 years	10 years	11 years + 12 years
Events	50m Backstroke	50m Backstroke	100m Backstroke
	50m Breaststroke	50m Breaststroke	100m Breaststroke
	50m Butterfly	50m Butterfly	100m Butterfly
	100m Freestyle	200m Freestyle	200m Freestyle
	100m IM	100m IM	200m IM

### General Conditions

1. The Meet will be swum under FINA & Swim Wales Technical Rules, Swim Wales Rules, Disciplinary Code and any additional Conditions (printed in the respective Meet information)
2. All decisions made by the Meet Director shall be final and binding.
3. The organisers reserve the right to alter any part of the programme or amend any of these conditions, if necessary, without notice.
4. In line with 'Competition For All' a swimmer who swims in a Diddy Meet or a Development Meet is defined as a swimmer who has NOT achieved a Swim Wales Long Course Championships incorporating age and youth.

### Receipt of Entries

5. **Entry submission shall be electronic.**  
Hy Tek software, either Team Manager or Team Manager Lite will generate the entry which can then be emailed to the meet secretary  
**nofio.swimming.gala@sky.com**
6. All entry submissions must be received by **Midnight Sunday 24th April.**
7. Entry Fees for the Meet shall be:  
**£15.00 for all 5 events(pentathlon)**
8. All fees appropriate to each entry, together with all pertinent forms must be posted to the Meet Director. Payments that are subsequently dishonoured shall invalidate the entry and the competitor(s) concerned shall be deemed ineligible.

Post entry fees and forms to:

**Olwen Catherall c/o Llandudno Swimming Centre, Mostyn Broadway. Llandudno. LL30 1YR.**

**It is requested, where possible, a single cheque for the complete club entry is submitted.**

- a. **Alternatively entry fees may be paid directly into our bank account, details are**  
**Name :- Swim Wales North Region**
  - b. **Account No :- 02737489      Sort Code :-30 – 92 – 49**
  - c. **Reference:- regi003 followed by your four digit team code followed by JDM ie for Llandudno 'regi003LLAYJDM'**
  - d. **If this method of payment is used a confirmation email is required to**  
**[nofio.swimming.gala@gmail.com](mailto:nofio.swimming.gala@gmail.com) stating the amount and date of payment.**
9. **To reduce paperwork, a single Team Declaration Form for the complete club entry may be submitted instead of an individual entry form for each swimmer. If using the Team Declaration form it should be noted that all competitors, and where a competitor is under the age of 18, all parents, guardians or persons with parental responsibility as defined by the Children Act 1989, need to be made aware of and accept the Meet Conditions.**
  10. **Swim Wales North Regional Events Eligibility**
    - a) Entries may only be accepted from competitors registered as members of clubs, holding either primary or multi registration membership within North Wales Region.
    - b) Swimmers may only swim for one club during these championships.

- c) Competitors must have been registered members of the club in whose name they are entered a minimum of 30 days prior to the closing date for entries for the championships (including relays).
- d) Competitors who compete in ASA County Championships will not be accepted to swim in the following annual cycle of Regional Competitions.
- I. The Junior Development Meet in May/June
  - II. The Sub Regional Championship in November/December
  - III. The Regional Championships in February the following year i.e. ASA County Championships in 2019 means they would not be accepted for the Swim Wales Regional Championships in 2020.

### Entries

11. Swimmers will be accepted subject to the following conditions:-
  - i. The number of competitors for the event does not exceed the maximum number of heats allocated to that event.
  - ii. Acceptance does not extend the duration of the session beyond the session time limit imposed by the Swim Wales Meet Licence.
12. Should either condition be breached Swim Wales North reserve the right to reject entries, based on the order entries are received. Individual entries will receive precedence; relay events will be run subject to time limit constraints.
13. Entries are acceptable with no times, NT. If, however, times are submitted they should have been achieved in a licensed meet and in the last twelve months.
14. No competitor's passes will be issued but all swimmers are asked to ensure that they have their membership card with them. Random checks will take place throughout the meet.

### The Meet

15. The entry fee for the Junior Development Meet
  - a. All 5 events will be £15.00(**only those entered in all 5 events will be considered for the pentathlon award**)
16. All events shall be HDW
17. All heats shall be swum fastest to slowest.
18. Age as at 31<sup>st</sup> December 2020

### Trophies and Medals

19. Pentathlon, awards will be given to top 3 and medals for the following 7. In the event of a disqualification, the swimmer will be given the time of the slowest swimmer in that event (including disqualified swimmers) plus 5 seconds.
20. In the Relays, Medals shall be awarded to the first, second and third in each event.
21. **There shall be no formal presentation of Medals for Relay events; these shall be available for collection from the medal table after the results have been announced.**
22. Time permitting a presentation will take place for the awards in the Individual events.

### Officials

23. Technical Officials shall be selected from lists approved by Swim Wales (WASA Ltd), ASA and SASA and when initiated the Officials Licensing system maintained by British Swimming.
24. **It is a requirement that each club shall provide a minimum of two officials of Judge 1 standard or above per session and that these shall be notified by the closing date for entry to:**
25. **A minimum of 3 marshalls is required per session.**
26. **Please register your availability on SWIM-MEET OFFICIALS**

### Marshalls/Medal Table

A minimum of 3 Marshall must be provided for each session on a club rota basis, clubs will be notified who will be on the rota list once entries are confirmed.

**Failure to comply with this condition may result in the rejection of the club entry**

### Poolside Passes

27. **There will be no access to the poolside until 45mins before each day's morning warm is due to commence**
28. Access to the poolside and changing room areas shall only be permitted to holders of Poolside Passes. (Please note Swim Wales North Coach Passes issued for the Regional Championships are valid for this meet as are Swim Wales Annual Competition Passes.)

All Coaches and Chaperones must have relevant accreditation. Applications for coaches/chaperones passes must be made on the official form enclosed in the information pack. All coaches' chaperones and support staff must be a registered member of Scottish Swimming/Swim Wales/ or the ASA and be registered on their home country's Child Protection Database.

### **Withdrawals**

29. All withdrawals must be notified to the day of meet recorder no later than 45 mins before the scheduled session start time on the day of competition.
30. Withdrawals must be made using the relevant withdrawal form.

### **Start Sheets**

31. Start sheets will be prepared after the withdrawal deadline each session and will be available 30 minutes prior to the start of the session. (Subject to time constraints)

### **Heats**

32. Competitors shall be seeded according to submitted times.
33. All heats shall be swum slowest to fastest.
34. All heats shall be spearheaded.

### **Marshalling**

35. It is the responsibility of the swimmer to report to the marshalling area in plenty of time before the event.
36. Swimmers who do not comply with the above condition will be treated as a withdrawal.

### **Starts (Diving)**

37. Swimmers must have attained the standard of the Competitive Start Award in order to start from the blocks; (this is the responsibility of the club coach).  
Swimmers who have not attained the standard of the Competitive Start Award must lower themselves into over the side into the water, on the long whistle of the Referee before starting at an appropriate place.

### **Starts**

38. Over the top starts will, where necessary or appropriate, be used during Meets (except in the backstroke events).

### **Medical Conditions**

39. It is the responsibility of the swimmer and / or parent to declare to the referee any disability or medical condition that could present a safety risk. If such a disability or medical condition exists swimmers must produce a medical note confirming that their participation presents no health or safety problems.
40. Now that FAC cards are no longer used it is the responsibility of the swimmer and/or parent to declare in advance of the meet any disability previously covered by an FAC card.

### **Doping Control**

41. Competitors taking part in the Meet may be subject to random doping control. Competitors are required to bring with them either a passport or other form of identity incorporating their photograph.

### **Presentations**

42. The Meet Director may decide to carry out presentations. **Appropriate clothing, i.e. full tracksuit and training shoes must be worn for the presentation.** (Awards may not be presented if inappropriately dressed).

### **Safety**

43. All competitors shall be required to ensure that they observe all safety announcements and conduct themselves with safety in mind.
44. All swimmers, officials, volunteers, spectators, and visitors are required, at all times, to abide by the rules set out in the Pool Operating Procedures and / or the Normal Operating Procedures & Emergency Action Plan for the facility hired for the meet.
45. All drinks bottles that feature a disposable snap-off top are **PROHIBITED ON POOLSIDE**; the disposable tops are almost invisible in water and therefore represent a significant choking hazard to swimmers.
46. All litter **MUST** be disposed of via the recycling bins and not simply thrown onto the floor.

### **Jewellery**

47. For safety and security reasons, the wearing of jewellery is not permitted while in the water during warm-ups / swim-downs and / or competition. This includes watches, necklaces, chains, bangles, wrist bands, ear-rings (except studs), and rings (except wedding bands).

Swim Wales will not be responsible for any jewellery brought to events and will not be liable if such jewellery is lost or damaged.

### **Unacceptable Behaviour**

48. Behavior becomes "unacceptable" when it is considered "Offensive" to others; this includes, but is not limited to, the following:

Theft, willful damage to property and / or equipment, acts of vandalism, abuse of alcohol and / or drugs, bullying, offensive language, aggressive / violent acts, threatening behavior, all breaches of safety practices, failure to comply with instructions / directions, actions that bring the sport of swimming into disrepute.

### **TV, Video or Close Range Photography**

#### **Swim Wales Photography Guidance**

Following consultation and ensure consistency across the ASA and Swim Wales Events, Swim Wales have made the decision to adopt the same "photography at events" guidelines as the ASA Wave Power.

This guidelines applies to all images and videos taken on any type of camera or recording device(include mobile phones). It applies to all training sessions, activities run by Swim Wales affiliated organisation. It should be acknowledged that all though that the majority of images taken are appropriate and in good faith, images can be misused and children can be put at risk if common sense procedure are not observed.

### **Spectator Admission Fees**

49. Admission fee shall be  
£6 per person - per day, or  
£2.50 per person – for one session.

Senior Citizens  
£3.00 per person –per day  
£1.50 per person- per session

50. Children accompanied by an adult - Free

51. Competitors - Free

52. Programmes shall be £1 per day

**Swim Wales North**  
**2020 Junior Development Meet**  
**Llandudno Swimming Centre**  
**May 16th**

**Entry Summary Form and Team Manager Declaration**

This form must be completed and returned with:

1. Coach/Chaperone Pass applications.
2. Cheque/s made payable to Swim Wales North Wales Region

Club			
Team Manager Name			
Address			
Post Code		Tel No	
email			

**Summary**

	Number		
Entries		@ £15.00	£
Total Coaches Passes*		@ £6	£
Total Cheque Enclosed made payable to Swim Wales North Wales Region			£

**\*Coach Passes issued for Regional Championships and Swim Wales Annual Competition Passes are valid for this competition.**

**It is requested, where possible, a single cheque for the complete club entry is submitted.**

I confirm all swimmers are current members of Swim Wales and have paid the appropriate membership fee.

I declare that only our team members who have reached the standard of the ASA Competitive Start Award will be permitted to start from the poolside. Those who have not will start in the water.

I confirm all the Meet Conditions have been brought to the attention of swimmers, parents/guardians and coaches including the rules regarding photography.

I confirm that I am aware RANDOM DOPING CONTROL MAY TAKE PLACE DURING THIS MEET and this has been brought to the attention of all swimmers, parents/guardians and coaches.

I agree to abide by the conditions laid down by the Swim Wales North for this event.

Signature of TEAM MANAGER: .....Date: .....

**Please return to: -  
Olwen Catherall c/o Llandudno Swimming Centre, Mostyn Broadway, Llandudno. LL30 1YR.**

**CLOSING DATE Sunday 24th APRIL**

**To reduce paperwork, the Team Manager Declaration for the complete club entry may be submitted instead of an individual entry form for each swimmer. It should be noted that all competitors, and where a competitor is under the age of 18, all parents, guardians or persons with parental responsibility as defined by the Children Act 1989, need to be made aware of and accept the Meet Conditions.**

**Swim Wales North**  
**2020 Junior Development Meet**  
**Llandudno Swimming Centre**  
**May 16th**  
**Individual Entry Form**

LAST NAME: .....			FIRST NAME [IN FULL]: .....			MIDDLE INITIAL: .....		
PREFERRED NAME: .....			MALE/FEMALE: .....			DATE OF BIRTH: ...../...../.....		
AGE: .....			ADDRESS: .....					
POST CODE: .....			TEL NO: .....			E-MAIL: .....		
NAME OF CLUB : .....						WASA Reg No .....		

**Age as at 31<sup>st</sup> December 2020**

**Swimmers who have achieved a Swim Wales Age Group qualifying time are NOT eligible for entry into this Meet**

Girls 9 years, Boys 9 years		Girls 10 years, Boys 10 years		Girls 11 and 12, Boys 11 and 12	
Event	Time	Event	Time	Event	Time
50m Backstroke	: .	50m Backstroke	: .	100m Backstroke	: .
50m Breaststroke	: .	50m Breaststroke	: .	100m Breaststroke	: .
50m Butterfly	: .	50m Butterfly	: .	100m Butterfly	: .
100m Freestyle	: .	200m Freestyle	: .	200m Freestyle	: .
100m IM	: .	100m IM	: .	200m IM	: .

**TO BE COMPLETED BY THE COMPETITOR:** I declare that the above particulars are correct and agree to abide by the conditions laid down by the Swim Wales North for this event. **I accept that there will be no refund for incorrectly submitted entries.**

Signature of Competitor: ..... Date: .....

**TO BE COMPLETED BY THE CLUB COACH:** I declare that the above competitor has reached the standard of the ASA Competitive Start Award. If you are unable to sign this declaration the competitor must start in the water.

Signature of Coach: ..... Date: .....

**SWIMMERS ARE WARNED THAT RANDOM DOPING CONTROL MAY TAKE PLACE DURING THIS MEET.** All competitors, and if competitors are under the age of 18 years on the first day of competition, parents guardians or persons with parental responsibility as defined by the Children Act 1989 are reminded that a condition of membership of Swim Wales is that a swimmer must consent to being drug tested if required.

**TO BE COMPLETED BY PARENT/GARDIAN IF SWIMMER IS UNDER THE AGE OF 18 ON FIRST DAY OF COMPETITION.** I confirm that I am a person having parental responsibility in accordance with the Children Act 1989 and that I have read and accept the Championship Information and Conditions.

Signature of Parent/Guardian: ..... Date: .....

Print Name.....

**CLOSING DATE Sunday 24th APRIL**



## **COACH PASS APPLICATION FORM**

**PASSES WILL BE IN COACH NAME**

**A MAXIMUM 4 COACHES PER CLUB ALLOWED POOLSIDE AT ANY ONE TIME  
HOWEVER CLUBS MAY APPLY FOR MORE THAN 4 PASSES**

**£6 PER PASS (if not purchased at Regionals)**

<b>CLUB NAME</b>		
FULL NAME		
POSITION eg Coach, Parent		
ADDRESS		
TEL No		
E-mail address		
WASA/ASA/SASA No		
FULL NAME		
POSITION eg Coach, Parent		
ADDRESS		
TEL No		
E-mail address		
WASA/ASA/SASA No		
FULL NAME		
POSITION eg Coach, Parent		
ADDRESS		
TEL No		
E-mail address		
WASA/ASA/SASA No		
FULL NAME		
POSITION eg Coach, Parent		
ADDRESS		
TEL No		
E-mail address		
WASA/ASA/SASA No		

**There will be no access to poolside without a pass**

## Help Sheet to facilitate Electronic Entries for Swim Wales North Competitions

Team Manager lite is a free download from Hy-Tek at [www.hy-tek.com](http://www.hy-tek.com) that enables users to enter meets created by Hy-Tek's Meet Manager and also to evaluate the Team Manager programme.

### To load TM Lite.

After downloading from [www.hy-tek.com](http://www.hy-tek.com),  
Select **Swim\_TEAM\_MANAGER\_Lite.exe** and double click, **set up** will automatically use install wizard.  
Follow on screen prompts to load onto hard drive.

### Using TM Lite

When using TM Lite the first time.

Click **File/Open**

Enter a database file name (in capital letters), usually your team name and click **Open**.

**System Preferences** Window then opens,

In **Team/Swimmer Defaults**

Set Default Team Registration to **UK**

Set Default Team Type to **AGE**

In **Meet Age-Up Date** Select **Meet End Date**

In **System Age-Up Date** Select **Always Age Up To Today**

Click **OK** to close Window

Click **Teams/Add**

Enter Team Code

Enter Team Name

Enter Short Name

Click **OK** and then click **Cancel** to close **Team Maintenance** Window

Close **Teams** Window

Click **Athletes/Add**

In **Athlete Information**

Enter Athlete's Last Name, First Name, Middle (If Applicable), Birthdate, select Male or Female.

In **Member of** set **Team 1** to your team.

Click **Build ID**.

Click **OK**.

Repeat for all of your swimmers entering any Meets, including any relay only swimmers and all reserve relay swimmers. Then click **Cancel** to close **Athlete Information** Window

Close **Athletes** Window.

Click **File/Import/Meet Events**

This will open import events window.

Browse to find the Hy-Tek meet event files:-

These will have the format

**'Meet Events-----'.zip'**

Select the file of the first meet you wish to enter, and click **open**.

(You may get an information box suggesting an update to TM lite is required, this can be ignored. Click **OK**.)

**TM** should unzip file to a temp folder on screen, select the file click **open** and follow screen prompts to load meet.

Go back to **File/Import/Meet Events** and repeat for this procedure for the files of any other meets you wish to enter.

(You will probably need to browse again to find the downloaded files.)

Click **Meets**

The meets you have previously chosen should be displayed. Select whichever one you wish to enter.

Click **Entries** and select **Entries by Event** or **Entries by Name** to make you entries.

You may get an information box telling you entry times must be entered in custom time field. Click **OK**.

Individual entries may be made by either **Event** or **Name** but the more convenient is by **Name**.

Select **Entries by Name**. In Window showing swimmers scroll down, if necessary, to required swimmer and select.

When a swimmers name is highlighted all eligible events for that swimmer are shown. Click the box in the **Enter** column to select an event to enter, click the corresponding box in the **Custom Time** column and enter the time.

Complete your entries for all swimmers.

Relays can only be added by selecting **Entriesby Event**.

At top of Window in **Swim for Team** select your team. In Window showing events scroll down, if necessary, to required event and select it.

Click **New Relay** in lower part of Window, this enters the event. Eligible swimmers should be shown in LH lower window. Click on your selected swimmers for this event. Ensure swimmers are entered in swimming order.

Please note that alterations to relay swimmers are only permitted as shown in meet conditions.

Complete all your entries then close **Entries** Window.

Repeat for any other Meets you wish to enter, and then close **Meets** Window.

Click **Reports/Performance/Meet Entries**.

In **Team** select your team, in **Event Filters** select which type of report you wish to create, and then click **Create Report**. Check your entries are complete and correct.

You may find it useful to print a copy of this report.

If entries are made in error.

Click **Meets**, select Meet where error occurs, click **Entries** and select **Entry Browser**.

Select incorrect entry from list, click **Delete**. TM Lite will request confirmation of entry deletion.

To create the electronic entry Click **File/Export/Meet Entries**. In **Export Entries** box select which Meet to export.

Make sure the box **Export Relays** is ticked for your relay entries to be included. Click **OK**. This creates a zipped file that is exported to directory **TMIIIData**, a folder on the C:\ drive. The filename of your first Meet entry will be '**your club code**-**Entries001.ZIP**', second entry will be '**your club code**-**Entries002.ZIP**' and so on for each meet. You should keep a record of which numbered file relates to which Meet in case you need to make changes to your entries. These entry files should be attached to the e-mail that you send to the meet secretary.

To see an overview go to **Help** and click **TM Lite**.

Olwen Catherall.(2020)

Nofio.swimming.gala@gmail.com

SATURDAY					
Event No	Session 1		Event No	Session 2	
1	Boys 9 years	100m Freestyle	11	Girls 9 years	100m Freestyle
2	Girls 9/10 years	50m Fly	12	Boys 11/12	200m IM
3	Boys 11/12 years	100m Breaststroke	13	Girls 11/12	100m Breaststroke
4	Girls 9/10 years	100 IM	14	Boys 9/10	100m IM
5	Boys 9/10 years	50m Backstroke	15	Girls 9/10	50m Backstroke
6	Girls 11/12 years	100m Butterfly	16	Boys 11/12 years	100m Butterfly
7	Boys 10/12 years	200m Freestyle	17	Girls 10/12	200m Freestyle
8	Girls 9/10 years	50m Breaststroke	18	Boys 9/10	50m Breaststroke
9	Boys 11/12 years	100m Backstroke	19	Girls 11/12	200m IM
10	Girls 11/12 years	100m Backstroke	20	Boys 9/10	50m Fly

