



# TEAM CONFIRMATION PACK

## BRITISH GAS INTERNATIONAL SWIMMING MEET 2013

7TH – 10TH MARCH 2013  
JOHN CHARLES CENTRE FOR SPORT, LEEDS



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# ENTRY INFORMATION

## ENTRY CONFIRMATIONS

Please note that no paper confirmations will be sent out to competitors. A list of submitted entries are available via the online entry front page available at: <http://www.swimmingresults.org/events/bsmar13/entryviewer.php> and will be updated on a regular basis. Competitors are requested to check their details carefully and inform the National Entries Administrator Barry Saunders immediately if there are any errors on 01423 885 326 (after 6pm) or email [national.entries@swimming.org](mailto:national.entries@swimming.org) (at anytime).

**A draft programme is available on the online entry page from <http://www.swimmingresults.org/events/bsmar13/index.php>  
(Under ASA Disciplinary Code & the FINA Technical Rules of Swimming)  
Entries closed to new competitors.**

# COMPETITOR INFORMATION

## VENUE

Aquatics Centre  
The John Charles Centre  
Middleton Grove  
Leeds  
LS11 5DJ  
UK  
TEL: +44 113 3950005

## CONTACT INFORMATION

Natasha Cuthbert  
British Swimming Events Department  
Pavilion 3  
3 Oakwood Drive  
Loughborough  
LE11 3QF  
TEL: 01509 640 263/ 07825 561079

## SESSION START TIMES

**Due to an influx of entries, Heat start times have been revised for Disability events.  
Heats:**

<b>Able Bodied</b>	<b>09:00</b>
<b>Multi Classification</b>	<b>12:00</b>

**Finals: 17:45**

## WARM UP AND SWIM DOWN

Due to the change in schedule, MC Warm up will commence immediately after AB racing has finished during the heats sessions, this warm up, will last for approximately half an hour. Finals will remain as normal. AB warm up will last for approximately 90 minutes.

Swim down will only be available during competition in the Diving Pit.

The Diving Pit will **not** be available from 1pm until 6pm.

# TRAINING & COMPETITION SCHEDULE

DATES	WARM UP TIMES	SESSION TIMES	TRAINING TIMES
Wednesday 6 <sup>th</sup> March	Heats: 07.30 – 21:00		Competition Pool (All 10 Lanes)
Thursday 7 <sup>th</sup> March	Heats: 07.30 – 08.45 Finals: 16.15 – 17.30	Heats: 09.00 Finals: 17:45	Competition pool (All 10 Lanes) Open after 14:00 until 16:15*
Friday 8 <sup>th</sup> March	Heats: 07.30 – 08.45 Finals: 16.15 – 17.30	Heats: 09.00 Finals: 17:45	Competition pool (All 10 Lanes) Open after 14:00 until 16:15*
Saturday 9 <sup>th</sup> March	Heats: 07.30 – 08.45 Finals: 16.15 – 17.30	Heats: 09.00 Finals: 17:45	Competition pool (All 10 Lanes) Open after 14:00 until 16:15*
Sunday 10 <sup>th</sup> March	Heats: 07.30 – 08.45 Finals: 16.15 – 17.30	Heats: 09.00 Finals: 17:45	Competition pool (All 10 Lanes) Open after 14:00 until 16:15*

**\*On the 7<sup>th</sup>-10<sup>th</sup> of March there will be additional activities taking place in the 50m pool 1-2pm and therefore there will be no training during this time.**

# FINAL SCHEDULE

Thursday, 7 <sup>th</sup> March	Friday, 8 <sup>th</sup> March	Saturday, 9 <sup>th</sup> March	Sunday, 10 <sup>th</sup> March
<b>Session 1: 09:00</b>	<b>Session 3: 09:00</b>	<b>Session 5: 09:00</b>	<b>Session 7: 09:00</b>
M 400m Free (H) W 100m Free (H) M 50m Breast (H) W 200m IM (H) M 100m Fly (H) W 50m Back (H) M 200m Back (H) W 800m Free (slow heats)	W 400m IM (H) M 200m Fly (H) W 100m Back (H) M 50m Free (H) W 200m Breast (H) M 100m Breast (H) W 50m Fly (H) W 200m Free (H) M 1500m Free (slow heats)	M 400m IM (H) W 200m Fly (H) M 100m Back (H) W 50m Free (H) M 50m Fly (H) W 100m Breast (H) M 200m Breast (H) M 200m Free (H) W 1500m Free (all heats)	W 400m Free (H) M 200m IM (H) W 50m Breast (H) M 100m Free (H) W 100m Fly (H) M 50m Back (H) W 200m Back (H) M 800m Free (all heats)
<b>Start 12noon</b>	<b>Start 12noon</b>	<b>Start 12noon</b>	<b>Start 12noon</b>
MC W 100m Freestyle MC M 100m Freestyle MC W 50m Backstroke (FINAL) MC M 50m Backstroke (FINAL) MC W 100m Backstroke MC M 100m Backstroke	MC W 400m Freestyle MC M 400m Freestyle MC W 200m Freestyle MC M 200m Freestyle MC W 100m Butterfly MC M 100m Butterfly	MC W 50m Butterfly (FINAL) MC M 50m Butterfly MC W 200m Individual Medley MC M 200m Individual Medley MC W 150m Individual Medley (FINAL) MC M 150m Individual Medley (FINAL)	MC W 50m Freestyle MC M 50m Freestyle MC W 100m Breaststroke MC M 100m Breaststroke MC W 50m Breaststroke (FINAL) MC M 50m Breaststroke (FINAL)
<b>Session 2: 17:45</b>	<b>Session 4: 17:45</b>	<b>Session 6: 17:45</b>	<b>Session 8: 17:45</b>
M 400m Free (JunF) M 400m Free (F) W 100m Free (JunF) W 100m Free (F) M 50m Breast (JunF) M 50m Breast (F) W 200m IM (JunF) W 200m IM (F) M 100m Fly (JunF) M 100m Fly (F) W 50m Back (JunF) W 50m Back (F) M 200m Back (JunF) M 200m Back (F) W 800m Free (Fastest Heat)	W 400m IM (JunF) W 400m IM (F) M 200m Fly (JunF) M 200m Fly (F) W 100m Back (JunF) W 100m Back (F) M 50m Free (JunF) M 50m Free (F) W 200m Breast (JunF) W 200m Breast (F) M 100m Breast (JunF) M 100m Breast (F) W 50m Fly (JunF) W 50m Fly (F) W 200m Free (JunF) W 200m Free (F) M 1500m Free (Fastest Heat)	M 400m IM (JunF) M 400m IM (F) W 200m Fly (JunF) W 200m Fly (F) M 100m Back (JunF) M 100m Back (F) W 50m Free (JunF) W 50m Free (F) M 50m Fly (JunF) M 50m Fly (F) W 100m Breast (JunF) W 100m Breast (F) M 200m Breast (JunF) M 200m Breast (F) M 200m Free (JunF) M 200m Free (F)	W 400m Free (JunF) W 400m Free (F) M 200m IM (JunF) M 200m IM (F) W 50m Breast (JunF) W 50m Breast (F) M 100m Free (JunF) M 100m Free (F) W 100m Fly (JunF) W 100m Fly (F) M 50m Back (JunF) M 50m Back (F) W 200m Back (JunF) W 200m Back (F)
MC W 100m Freestyle MC M 100m Freestyle MC W 100m Backstroke MC M 100m Backstroke	MC W 400m Freestyle MC M 400m Freestyle MC W 200m Freestyle MC M 200m Freestyle MC W 100m Butterfly MC M 100m Butterfly	MC M 50m Butterfly MC W 200m Individual Medley MC M 200m Individual Medley	MC W 50m Freestyle MC M 50m Freestyle MC W 100m Breaststroke MC M 100m Breaststroke

## TRAINING AND WARM UP AIDS

Only personal training equipment can be utilised during warm-up and swim down in both the competition pool and diving pit (pull buoys, kickboards and small hand paddles). The use of bungee cords, fins or large hand paddles is prohibited at all times for health and safety reasons.



## WITHDRAWALS FROM HEATS

Withdrawals must be made by the end of the Team Leader Meeting for day 1 swims, and by 12 noon on the day before for all subsequent days.

**Under exceptional circumstances only**, withdrawals on the day of the Championship may be accepted by the Executive Director. However, these must then be notified to the Chief Recorder, on the relevant form, not later than 60 minutes prior to the start of the appropriate heats session.

## WITHDRAWALS FROM FINALS

Individual finalists and reserves, not wishing to swim, shall notify the Chief Recorder of their intention to withdraw no later than 30 minutes after the conclusion of the last individual event in the Session in which they have qualified for the next round. The withdrawal shall be made on the official withdrawal form.

Competitors withdrawing on medical grounds after the expiry of the imposed deadlines shall have their withdrawal endorsed by the Executive Director.

Qualifiers & reserves in Finals who withdraw after the above times shall be fined £50. Any qualifier for a Final who withdraws in such a manner as to prevent a reserve from taking part shall be fined and be debarred from taking any further part in the Championships

Reserves will be released 1 hour prior to the start of the finals session.

Where a reserve is brought in at short notice, the event will not be reseeded.

Payment of all fines is the responsibility of the Club entering the competitor or team. Failure to pay any fine within 28 days of notification **will result** in further disciplinary action by The Technical Swimming Committee.

## MARSHALLING AREA – HEATS

Swimmers must report to the competitors' steward on pool side outside the call room. Please follow the directions of the competitors' stewards. It is your responsibility to report in good time for your event.

## CALL ROOM – FINALS

A Call Room will be in operation for all finals at this event in the Diving warm up room. Finalists and reserves are required to report to the Call Room in sufficient time to have their suit and other racing equipment checked and be available to parade for their event. They must enter the Call Room 'race ready' as under normal circumstances having entered the Call Room they should remain in its confines until lead onto the pool deck for their race. Upon entry, the athlete must ensure that they report to a Steward and be registered as being present in the Call Room.

**Coaches/chaperones will not be allowed in the call room area during the finals at anytime.**

## DOPING CONTROL

Swimmers are warned that random doping control may take place during these championships. Please ensure that you keep your accreditation on your person at all times, which incorporates your photograph and will be needed for identification.

# GENERAL INFORMATION

## ACCREDITATION

Competitor & Coach accreditation will be issued to all athletes individually from 16.00 6<sup>th</sup> March at the competitor accreditation/ticket desk in the foyer at the John Charles Centre.

Full opening times:

### Wednesday 6<sup>th</sup> March

16.00 – 19.00

### Thursday 7<sup>th</sup> March-Sunday 10<sup>th</sup> March

Morning Heats: 07.00-12.00

Afternoon Finals 15:45- 20.00

Accreditation must be worn at all times inside the venue and swimmers will not be allowed to gain access to the venue without it. Accreditation is non-transferable and only one accreditation pass will be issued - if this is lost or mislaid during competition you should report to the British Swimming Front Desk where a replacement accreditation will be issued at a charge of £10.00.

## FIELD OF PLAY

**The field of play will be very busy during this event; and there will not be a lot of deck space.**

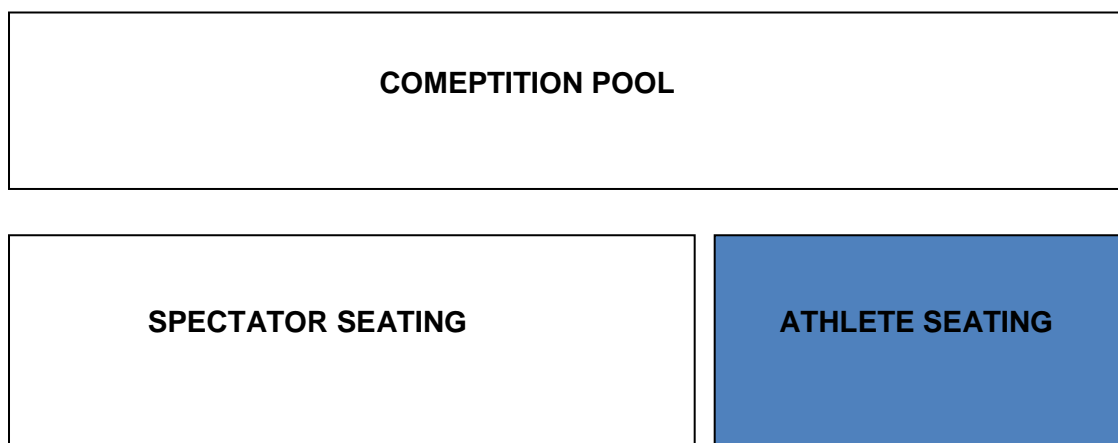
Please do not sit on the field of play unless you are competing in that session.

## PRESENTATIONS

The presentations are pre scheduled for each event. This information and times will be provided at the Team Leader Meeting. Athletes will be informed at the end of their final if they are required for a presentation and will be advised of the report time. Competitors must report to the presentation area at this time in full tracksuit and training shoes.

## ATHLETE SEATING

Athletes will be able to sit in the Diving spectator seating overlooking the diving pit and in the first three blocks of seating overlooking the competition pool. See diagram below:



Venue plans which include the flow around the venue will be communicated and circulated at the Team Leader Meeting.

### **SWIMMER BIOGRAPHIES**

To allow us to deliver an informative and up to date commentary on all events we require all competitors to complete an online Biography. You can update your biography by visiting <http://www.swimmingresults.org/events/biogs/biogindex.php>

Please ensure that you update your biographies, this is the responsibility of the swimmer and it is important that this is carried out.

### **TEAM LEADER MEETING**

The Team Leader meeting will take place in the dance studio, in the John Charles centre at 18:00 on Wednesday 6<sup>th</sup> of March.

In the best interest of their swimmers, all coaches are requested to attend this meeting to ensure that they understand the championship conditions set out for this meet and to be provided with important information relating to the operation of the event.

Event timings will be communicated in the team leader meeting. Please be aware that in extraordinary circumstances timings may be altered. As much notice will be given as possible if changes need to be made. Swimmers and coaches must be aware of all announcements and any notices will be available in the coaches' kiosk.

### **COACHES KIOSK**

There will be a coach's kiosk in the diving warm up room (also being used as the call room). Start sheets will be available here prior to the start of each session, along with results sheets and team leader timesheets.

Swimmers and coaches must be aware of all announcements and any notices will be available in the coaches' kiosk.

### **MEDICAL PROVISION**

There will not be a doctor present at these championships. Pool staff will administer first aid where necessary.

### **ICE BATHS**

Clubs are not permitted to bring Ice Baths to this event.



# SPECTATOR INFORMATION

## TICKETS

Due to venue capacity and a surge of entries, the seating capacity for this event is very limited, and **all pre purchase tickets for all sessions have sold out. No tickets will be available on the day.**

Doors will open to the public 90 minutes before the start of the session

## LIVE STREAMING

The live stream will show both heats and finals for AB and MC races.

We will begin the streaming programme at 08:55am for the heats and racing will commence at 09:00am (programme will last approximately three hours each day)

The finals session each day will go on air at 17:30pm with racing starting at 17:45pm (programme to last approximately two hours)

## PARKING

Three car parks are available at the venue. All car parking is free if you are parking for less than three hours. Alternative Long Stay car parks can be found at the top of the sports centre site and also off the roundabout to the right prior to arriving to the swimming pool.



# VIDEO AND PHOTOGRAPHY POLICY

British Swimming and the ASA are becoming increasingly concerned about the new wave of mobile telephones with a photographic capability, enabling the capture of both static & moving images. Used responsibly, such devices are perfectly safe, but sharing images widely may betray a confidence or even an identity & such information may help those who might want to harm children. The use of such equipment is difficult to control but we can all be vigilant & if you have any concerns in this area, please bring them to the attention of someone responsible.

This event will be photographed and videoed. Static images will be displayed on the website [www.swimming.org](http://www.swimming.org) at the venue and used to promote the sport at this event and events in the future. Moving images will be displayed at the venue and used as part of a highlights package and live streaming which will be uploaded onto [www.swimming.tv](http://www.swimming.tv). British swimming and the ASA work closely with our experts to ensure that in making these images available to enhance the presentation of the event; we are not putting any children at risk in any way. If you have any concerns please refer to ASA Wavepower document, section 6, pages 60-62. The document can be found at [www.swimming.org](http://www.swimming.org)

The following is taken from the Data Protection notice and relates to photography and video images for all events. Recording images: The ASA and British Swimming may record the competition events in which you participate and general images of swimmers will form part of the information we hold and use. In addition to the purposes for general information set out above, the ASA and/or British Swimming may use these recordings and images for the purposes of education and training, swimmer analysis, performance, development, selection and event promotion. If Parents/Guardians have any concerns with their child being photographed at our events please complete the Refusal of Consent Form, which can be found at the British Swimming desk in the foyer area of the venue and included below in this confirmation pack.

## CHILD PHOTOGRAPHY REFUSAL OF CONSENT FORM

Name of Child:

Date of Birth:

I refuse permission for the taking and/or publication of images of my child by the Official Photographer(s) in respect of the British Gas International Swimming Meet 2013.

Signed (Parent/Carer):

Print Name:

Date: