



22 - 23 June 2024 · Moana Pool, Dunedin

MEET INFORMATION

The Otago Short Course Championships is open to all registered Swimming NZ members and international athletes who met the entry criteria and, upon entering these Championships, agree to

- comply with the Sports Anti-Doping Rules
- allow photographs, video, multimedia, or film likenesses taken by accredited photographers to be used for any legitimate purpose by Swimming Otago or others that Swimming Otago has approved
- comply with any COVID-19 restrictions and protocols in place at the time of these Championships

Swimming Otago reserves the right to restrict entries to ensure the timeline is adhered to and will endeavour to obtain the necessary number of Technical Officials. The pool deck is reserved for accredited personnel and event volunteers during the competition; all other persons are to be seated in their designated area in the Grandstand. As always, pool access is free and via the front entrance.

This document may be amended, so keep an eye on the event page to ensure you have the latest version.

HEALTH AND SAFETY

Pool Deck: Only essential personnel (Technical Officials and Timekeepers) are allowed during the competition on the pool deck. Coaches are to always remain in their designated area.

General: Be careful in the Grandstand, as it can get very slippery. To minimise the risk of injury, all athletes must dry off before using the corridors behind the stands. Athletes are not allowed in the reception area in their swimwear; athletes must be dressed, including shoes. Stairwells, fire exits, and clearways are always to remain clear. No seating is permitted on the bottom row of seats in the Grandstand as this is a clearway.

Evacuation Procedure: If the pool requires evacuation, you will be guided by Moana Pool staff; remain calm and follow their instructions.

TECHNICAL OFFICIALS, TIMEKEEPERS AND VOLUNTEERS

- Swimming Otago will endeavour to obtain the necessary number of technical officials. Still, the number on the pool deck may be more or less than the requirement set out in the Swimming NZ approval criteria.
- Indicate your availability by completing the **Duty Form** no later than 8:00pm on Saturday, 15 June.
- A meeting will be held 15 minutes before the commencement of session 1.
- Bring your own water bottle.

COACH AND TEAM MANAGER

- Coach and Team Manager forms must be completed on the Swimming NZ Database no later than Friday, 21 June. A how-to guide can be found [here](#).
- All Coaches and Team Managers must be police vetted with the applicable accreditation recorded against their Swimming NZ profile.
- A meeting will be held 30 minutes before the commencement of session 1.

ENTRY ELIGIBILITY AND CRITERIA

- Athlete's age as of date will be calculated on 22 June 2024.
 - Athletes are not permitted to 'swim up' an age group.
 - Age Groups at these championships are 10 & under, 11 years, 12 years, 13 years, 14 years, 15 years, and 16 & over.
 - Age grouping for Para athletes is open, mixed gender, multi-class.
- The qualifying period is from 1 January 2023 to 12 June 2024.
 - The qualifying times are 25m short course times; however, converted times will be accepted.
 - Designated and Development Meet times will be accepted.
 - Individual entry times are to be generated by the Swimming NZ Database, and athletes can only enter qualified events.
- **Para athletes** are not required to meet the qualifying times but must have a valid entry time obtained within the qualifying period; no time (NT) is not accepted.
- **International Athletes** must provide a Clearance Letter from their national federation before the entry closing date.
- **Relay athletes** must have entered at least one individual event to be eligible to compete in a relay team.
 - Mixed relay teams must consist of 2 male & 2 female athletes who must be affiliated with the same club.

ENTRY DETAILS

Individual Entry Fee per event	\$12.00	Closes on Thursday, 13 June 2024, at 11:59pm
Relay Entry Fee, per team	\$18.00	Closes on Friday, 14 June 2024, at 11:59pm
Swimming Otago Athlete Surcharge Fee per athlete	\$7.00 non-refundable	

- Completed entries constitute acceptance of the conditions and rules outlined in the competition documents.
- All entries must be completed online through **Fast Lane** or the Swimming NZ Database, except for international and Para athletes who are to contact Swimming Otago.
- Late entries will not be accepted.
- Swimming Otago will invoice clubs with outstanding fees once the final psych sheets are published.
- There are **no Refunds** for any withdrawals after the publication of the final Psych Sheets. However, consideration may be given when a signed medical certificate is provided before the commencement of the competition.
- Swimming Otago reserves the right to restrict entries to ensure the timeline is adhered to.

PARA AND INTERNATIONAL ATHLETES

- Entries are to be emailed to admin@swimotago.org and must include
 - athletes name and affiliated club
 - event name or event number
 - valid entry time that is accessible in the Swimming NZ Results database
 - Meet Manager ID number or Swimming NZ membership number
 - Clearance Letter (international athletes only)

DRAFT ENTRY REPORTS

- Emailed, after the close of individual entries, to all participants and clubs
- Check entries thoroughly and advise Swimming Otago of any discrepancies by Saturday, 15 June, at 8:00pm.
- Final reports, psych sheets, team entry list and timeline will be published on the event page the following day.

CHAMPIONSHIP RULES

The Otago Short Course Championships will be delivered under Swimming NZ rules, regulations, policies, and the exceptions contained in the competition documents:

- Unless indicated on the Event Schedule, events will be swum as timed finals, single gender, multi-age groups, and seeded slowest to fastest.
- Electronic Timing (touch pads & button backups) will be used at these championships with at least one timekeeper per lane, and over-the-top starts may be applied to individual events.



- The Swimming Otago Swimwear Policy will be enforced at this competition. To view the entire policy, click [here](#).

PARA ATHLETES

- Seeded amongst their able-bodied peers based on entry times.
- Para athletes will be judged as per World Para Swimming rules (World Aquatics rules plus the athlete's relevant exceptions) for the entirety of the competition.

WITHDRAWALS

- For all sessions, the Recorder must be notified of a withdrawal no later than 30 minutes before the start of the session in which the event will swim.
 - Withdrawals submitted after this will be subject to a Withdrawal Fee of \$50.00 without excuse.

PROTESTS

- Protests must be submitted to the Referee, in writing, on the protest form by the team manager only within 30 minutes following the conclusion of the respective event and must be accompanied by a \$50.00 protest fee (in cash).
- If conditions causing a potential protest are noted before the event, a protest must be lodged before the start signal.
- The Referee shall consider all protests.
 - If the Referee rejects the protest, they must state the reasons for their decision.
 - The club Team Manager may appeal the rejection to the Jury of Appeals, whose decision shall be final.
- If the protest is rejected, the deposit will be forfeited to Swimming Otago; however, if the protest is upheld, the deposit will be returned.

STRAPPING

- Athletes with strapping must provide documentation from a relevant registered health practitioner or physiotherapist and be reviewed by the Technical Director before swimming.
 - Any athlete without such documentation will not be permitted to swim whilst wearing the strapping.

SEATING PLAN

- The seating plan will be published in the Meet Programme.
- Coaches can choose to utilise the designated coach's area on the pool deck; however, no athlete, manager or coach is to stand or sit outside the coach's area during the competition sessions.
- Team Managers are asked to ensure athletes do not procure more seats than the team requires; there is enough seating for everyone!

WARMUP PROCEDURE

- Warmup commences forty-five minutes before the start of each session and is to be conducted under the consultation and guidance of all coaches.
- Lane 8 is reserved for para-athletes only, when applicable.
- Backstroke Start devices will be available during each warmup period.
- During racing, only lane 1 in the shallow end of the main pool is available for warmup/down.

MARSHALLING

- Marshalling is dependent on and, therefore, is subject to volunteer availability. An update will be provided at the Team Manager's meeting.

PRESENTATION CEREMONIES

- Ceremonies depend on and, therefore, are subject to volunteer availability. An update will be provided at the Team Manager's meeting.

REWARDS AND POINTS

- Rewards and points will not be awarded to athletes who do not achieve the qualifying time.
- Trophies and Cups will be awarded as per the criteria found [here](#).

Individual events

- Medals are awarded to the first three placegetters and ribbons for placings four to eight in each event across age groups, except for Para athletes, as outlined below.



Relay events

- Ribbons are awarded to the first three teams in each event.

Para athletes

- Medals are awarded to the first three placegetters and ribbons for placings four through to eight for the 50m and 100m Backstroke, Breaststroke, Freestyle, Butterfly, and 100m Individual Medley events only.
 - Placings will be determined by the percentage comparison between the times swum and the Para World Record for each classification.

ADDITIONAL INFORMATION

Session Times

Session 1 – warmup at 1:00pm, racing from 1:45pm

Session 2 – warmup at 9:00am, racing from 9:45am

Timelines

Timelines will be included in the Meet Programme; however, remember these times are only a guide.

Meet Programme

- No programmes will be available at the competition: download or print your own to bring to the pool.
- The Meet Programme will be published on the event page on Thursday before the competition starts.

Disqualifications

- Announcements are reliant on and, therefore, subject to volunteer availability.
- All disqualification forms issued can be picked up from the club boxes.

Team Managers

- A meeting will be held 30 minutes before the start of session 1 in the corridor behind the Recorders office.
- Each club must have at least one representative at the meeting to ensure they have the latest information.
 - Team Managers will be given a brief run-down of meet activities, expectations of athletes and clubs and general delivery of the event.
- Club Boxes and competition forms can be found in the Just Swim office, accessible via the pool deck.

Results

- Results will be posted on the glass windows at the shallow end of the main pool, below the Grandstand.
- Meet Mobile will be activated during this competition.
- Session results will be published on the event page at the end of each session.

IMPORTANT DATES

Thursday, 13 June 2024, at 11:59pm	Individual Entries Close
Friday, 14 June 2024, at 11:59pm	Relay Entries Close
Saturday, 15 June 2024, at 8:00pm	Entry corrections are due, and the Duty Form closes
Thursday, 20 June 2024	Meet Programme made available on the event page
Friday, 21 June 2024	Coaches and Managers Form Closes
Saturday, 22 June 2024, from 1:00pm	Warmup starts at 1:00pm and meetings from 1:15pm