

Meet Information

Swimming New Zealand Contact

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Meet Director

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Host Regional Association

Swimming Canterbury West Coast
P.O. Box 8317
Riccarton
Christchurch
Tel/Fax 03 347 2135
admin@swimcanterbury.org.nz
www.swimcanterbury.org.nz/

Pool Location/Venue address

QE II Leisure Centre
Travis Road
New Brighton
Christchurch

Entries and Entry fees

All information regarding entries and entry fees is detailed in the FLIER.

Final Psych sheets

FINAL psych sheets will be posted on the SNZ website on Wednesday 24th September.

Pre-Meet Training Times

The pool will be available set up as 2 x 25m pool on Saturday 26th September between 3pm - 7pm. Pool entry is free for training during these times.

PLEASE NOTE: Clubs that wish to train outside this time will have to pay Pool Entry.

Warm-up times

Morning heats
Warm-up 7.15am - 8.45am
Evening finals
Warm-up 4.15pm - 5.45pm

NOTE:

Sunday 28th September
Warm-up 4.15pm - 5.35pm
for the Opening Ceremony at 5.45pm.

Session start times

Morning heats sessions 9.00am
Evening finals sessions 6.00pm

Daylight Saving

Daylight Saving starts on Sunday 27th September 2009. Please ensure that you set your clocks **forward one hour** before you go to bed on Saturday 26th September.

Warm down

Warm down will be in the other half of the competition pool.

Warm-up Procedure

SNZ will use the standard Warm up Procedure for all National Competitions to comply with OSH requirements.

Details of the SC Warm-up procedure for a 10 lane pool are on the SNZ website.

Marshalling

Marshalling will take place beside the dive well. The number of events or races prior to the start will be advised at the Team Briefing Meeting.

Team Briefing Meeting

A Team Briefing for Regional Team Managers, club team managers and coaches will be held on Saturday 26th September at 6pm in the Function Room at QE II. Anyone is welcome at this meeting.

Regional Associations Coaches and Managers Form

This form should be completed by the Regional Association for allocation of Session Programmes for coaches and team managers.

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Pool Access/Entry

Access to the pool for those with a pass – swimmers, team managers, coaches, SNZ staff and SCWC personnel and VIP's is via the main entrance of QE II.

These doors will be manned between the following times:

- 6.45am to 9am
- 3.45pm to 6pm

Outside these times access to QE II Leisure Centre is via the main entrance. Passes still need to be shown by those that have them.

Public and spectators will need to access the pool via the main entrance and pay spectator entry.

Collection of Packs

Packs which include passes and Session One Programmes can be collected by **CLUB TEAM MANAGERS** from the AOD room situated next to the 50m competition pool on, Saturday 26th September between 3-7pm.

Officials meeting

An officials meeting will be held on Sunday 27th September at 8am in the Function Room.

Officials food

Officials Breakfast will be available each day between 7.30am – 8.30am in the Function Room.

Afternoon tea will be available each day between 4.30 – 5.30pm in the Function Room.

NOTE: On Wednesday the officials breakfast and afternoon tea will be held in the Glass House beside the reception desk.

No food will be served to officials during the session. Drinks will be provided.

Officials Happy Hour

On Tuesday 29th September after the conclusion of the finals session a Happy Hour will be held for officials in the Function Room. This will consist of drinks and nibbles.

Seating

SNZ competitions have daily rotated seating. The seating plans will be posted on the SNZ website once numbers are finalised. It is up to

the Regional Team Managers to ensure that parents and spectators sit in the designated areas and not with the teams.

Session Programmes per Region

Session Programmes will be issued to Regional Team Managers based on the number of coaches and managers detailed in the Regional Coaches and Managers Form.

Regional Team Manager Boxes will be situated outside the Admin Room. Relay and Withdrawal forms will be available from here also.

Results

Results will be provided as detailed below

- On either side of the northern end of the pool
- On doors at the 25m mark
- At the southern end of the pool

After each event, 1 results sheet per region will be distributed to each region in the Regional boxes.

Live Results

Swimming New Zealand will have Live Results on the SNZ website. The results for each event will be uploaded once the event has been signed off. These results will be on Swimming New Zealand website at: www.swimmingnz.org.nz/competition

Timelines

Timelines will be included on the session sheets. The times shown are approximate and races may start before or after the times indicated. It is the swimmers' responsibility to be at marshalling at the appropriate time.

Spectator Charges

All spectators must enter the QE II Leisure Centre via the main entrance. The following entry costs are to be paid to QE II Leisure Centre.

Door entry for Adults	\$2.50
Door entry children	\$1.50
Concession Cards for all sessions	
Adult	\$15.00
Child	\$9.00

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Programme Charges

Session programme – per session \$2.00
Programme Concession Card \$10.00

Session programmes will be available for purchase at a table by the AOD Room.

Parking

There is plenty of parking available in the QE II Leisure Centre car parks.

Opening Ceremony

An Opening Ceremony will be held on Sunday 27th September at 5.45pm.

Regions are to provide 3 representatives in uniform - 1 of which will carry the regional placard for the March past. These people are to assemble in the Marshalling Room at 5.30pm in uniform.

Victory Ceremonies

Victory Ceremonies will be timetabled in the Order of Events and the Victory Ceremony Timetable (which is on the website) and included in the Finals Programmes.

Team managers and Coaches are to ensure swimmers are familiar with this protocol and timetable.

A musical fanfare will be used to indicate the Victory Ceremony.

Swimmers who are not present **WILL NOT RECEIVE THEIR AWARD**. Substitutes may be used if swimmers are in other races or in marshalling, however they must be of the **same gender** as the swimmer due to be receiving the award.

Victory ceremonies will take place immediately after the following race – please see the Victory Ceremony Timetable for full details on the website.

IMMEDIATELY after finishing their race AND BEFORE warming down the TOP 4 swimmers should dry down, get their t-shirt or tracksuit jacket and go to the presentation area. They must advise the presentation official they are present.

We will endeavour to run the victory ceremonies as timetabled. If for any reason there is a delay in the results being available, the victory ceremony for that event will take place as soon as possible. The victory ceremonies will continue to happen as timetabled.

Dress standard for victory ceremonies

- Club or regional t-shirt, jacket or sweatshirt.
- No caps or goggles.
- No towels to be wrapped around the waist.
- Tracksuit bottoms or shorts are NOT required.

Swimming New Zealand wishes all the swimmers the best of luck and a great competition.

Have fun!

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