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**2016 Scottish National**

**Team Championships**

**(under FINA Rules /Scottish Swimming Regulations)**

**Tollcross International Swimming Centre**

**Wellshot Road, Glasgow, G32 7QR**

**24 September 2016**

**Licence No: L1//WD/SEP16**

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**2016 SCOTTISH NATIONAL TEAM CHAMPIONSHIPS**

**MEET INFORMATION**

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**VENUE DETAILS & SESSION TIMES**

**Event: 2016 SCOTTISH NATIONAL TEAM CHAMPIONSHIPS**

**(Under FINA Rules/Scottish Swimming Regulations)**

**Dates:** Saturday 24 September 2016

**Venue:** Tollcross International Swimming Centre, Wellshot Road, Glasgow, G32 7QR

**Phone:** 0141 276 0801

**Pool:**  10 lane x 25 metre (Full electronic timing)

4 lane x 25 metre swim down facility

**Meet Promoters:** Scottish Swimming National Swimming Committee

**PROGRAMME OF EVENTS:**

The Scottish National Team Championships will be held over two sessions. Participating teams will

comprise of 10 Junior Teams and two Invitational “Open” Teams. The top10 Scottish teams from the 2016

National Age Group Championships will be invited to enter a junior team comprising swimmers aged 16

and under to compete in The Scottish National Junior Team Championships and they will compete against

each other for the title of Scottish National Junior Team Champions.

The Invitational Teams will compete in head to head races for the title of Scottish National Team

Champions. The teams will comprise Scottish Athletes selected on the basis of their performances

across all UK by the Scottish Swimming Performance Director and National Coach.

The events will be as follows:

50m Freestyle, Backstroke, Butterfly, Breaststroke

100m Freestyle, Backstroke, Butterfly, Breaststroke

200m Freestyle, Backstroke, Butterfly, Breaststroke, Individual Medley 400m Freestyle, 400m Individual Medley

4 x 50m Freestyle Team

4 x 50m Medley Team

**SESSION TIMES**

Session 1 Warm Up: 09.30 Start: 10.15

Session 2 Warm Up: 12.30 Start: 13.15

**ELIGIBILITY TO COMPETE**

* All competitors must be registered with SASA.
* Junior swimmers may only represent the club or team as per Scottish Swimming rules.
* Swimmers entered in the Junior Team Championships must be aged under 17 years as at midnight on 31st December 2016
* Competing Junior teams must include 4 male **and** 4 female competitors aged under 15 years as at midnight on 31st December 2016
* Junior swimmers – 4 male **and** 4 female aged under 15 years as at midnight on 31st December 2016, must compete in at least one individual event each, decided at the discretion of each team.
* Each junior relay team (male and female) must contain at least 1 swimmer aged under 15 years as at midnight on 31st December 2016.
* Swimmers competing in the Junior competition are not allowed to compete in more than 2 individual events
* Swimmers competing in the Invitational event are not allowed to compete in more than 3 individual events

**SCHEDULE OF EVENTS**

|  |  |
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| **Morning session** | **Afternoon session** |
| ***Warm-up 09.30 - Start 10.15*** | ***Warm-up 12.30 - Start 13.15*** |
|  |  |
| 4 x 50m Freestyle Relay – Girls | 200m Backstroke – Girls |
| 4 x 50m Freestyle Relay – Invitational Women | 200m Backstroke – Invitational Women |
| 4 x 50m Freestyle Relay – Boys | 200m Backstroke – Boys |
| 4 x 50m Freestyle Relay – Invitational Men | 200m Backstroke – Invitational Men |
| 400m Freestyle – Girls | 100m Breaststroke – Girls |
| 400m Freestyle - Invitational Women | 100m Breaststroke – Invitational Women |
| 400m Freestyle – Boys | 100m Breaststroke – Boys |
| 400m Freestyle - Invitational Men | 100m Breaststroke – Invitational Men |
| 50m Breaststroke – Girls | 50m Freestyle – Girls |
| 50m Breaststroke – Invitational Women | 50m Freestyle – Invitational Women |
| 50m Breaststroke – Boys | 50m Freestyle – Boys |
| 50m Breaststroke – Invitational Men | 50m Freestyle – Invitational Men |
| 200m Butterfly – Girls | 400m Individual Medley – Girls |
| 200m Butterfly – Invitational Women | 400m Individual Medley – Invitational Women |
| 200m Butterfly – Boys | 400m Individual Medley – Boys |
| 200m Butterfly – Invitational Men | 400m Individual Medley – Invitational Men |
| 100m Backstroke – Girls | 100m Butterfly – Girls |
| 100m Backstroke – Invitational Women | 100m Butterfly – Invitational Women |
| 100m Backstroke – Boys | 100m Butterfly – Boys |
| 100m Backstroke – Invitational Men | 100m Butterfly – Invitational Men |
| 200m Individual Medley – Girls | 50m Backstroke – Girls |
| 200m Individual Medley – Invitational Women | 50m Backstroke – Invitational Women |
| 200m Individual Medley – Boys | 50m Backstroke – Boys |
| 200m Individual Medley – Invitational Men | 50m Backstroke – Invitational Men |
| 100m Freestyle – Girls | 200m Freestyle – Girls |
| 100m Freestyle – Invitational Women | 200m Freestyle – Invitational Women |
| 100m Freestyle – Boys | 200m Freestyle – Boys |
| 100m Freestyle - Invitational Men | 200m Freestyle – Invitational Men |
| 200m Breaststroke – Girls | 4 x 50m Medley Relay – Girls |
| 200m Breaststroke – Invitational Women | 4 x 50m Medley Relay - Invitational Women |
| 200m Breaststroke – Boys | 4 x 50m Medley Relay – Boys |
| 200m Breaststroke – Invitational Men | 4 x 50m Medley Relay – Invitational Men |
| 50m Butterfly – Girls |  |
| 50m Butterfly – Invitational Women |  |
| 50m Butterfly – Boys |  |
| 50m Butterfly – Invitational Men |  |

Teams will be assigned to lanes by random draw for the duration of the competition.

**ENTRIES**

There will be no charge to participate.

**Invitation to participate:**

The top ten Junior teams will be invited to participate in these Championships based on their performances in the Team Competitions at the 2016 National Age Group Championships.

The next two teams will be invited to be reserves in the case of teams not taking up their invitation. Teams will be required to notify their intention to swim by 2pm, Friday 8th July 2016 following which, reserve teams will be notified of any available spaces and requested to confirm their intention to swim by 2pm, Friday 29th July 2016.

**Making Entries:**

Teams may enter only one swimmer per event and no exhibition swims will be permitted. Team entries will be by Hy-Tek entry files, which will be provided by the Meet Entry Secretary. These will be available for download from the 1st June 2016. The closing date for receipt of entries is **2pm, Thursday 8thSeptember 2016.** The entry files must be emailed to [nationals@scottishswimming.com](mailto:nationals@scottishswimming.com). Only official files are acceptable. Other paperwork (within a maximum of 3 days following the closing date) should be sent to:

Mrs Melanie Orr

Scottish Swimming,

National Swimming Academy, University of Stirling, Stirling, FK9 4LA

Notification of provisional relay team members, including reserves, should be submitted prior to the Meet by either spread-sheet or word document to: [nationals@scottishswimming.com](mailto:nationals@scottishswimming.com).

**Please note: any swimmers moving clubs must have all paperwork completed and with Scottish Swimming before the 31st August 2016 to be eligible to compete for their new club.**

**Team changes:**

Team changes, including relays, can be made by e-mail until 6 pm on the day prior to the competition and on the day of competition at the Recorder’s desk up to 45 minutes prior to the start of the appropriate session on the forms provided. Thereafter, no changes (including relay swim order) shall be permitted except in the event of a medical emergency.

**GENERAL INFORMATION**

**DRUG TESTING**

Please note that drug testing may be in operation at any Scottish event.

**SWIMMERS PASSES**

There will be no swimmers passes issued for this event.

**TECHNICAL OFFICIALS**

We ask that each participating club provides one technical official for each session. Please confirm the name of that official to Carole McDonald, STO Manager by 8th September 2016. [stoconvenor@scotswimwest.co.uk](mailto:stoconvenor@scotswimwest.co.uk)

**TEAM POINTS**

**Junior Competition**

* Points will be calculated as follows: 1st – 13 points: 2nd – 11 points: 3rd – 9 points: 4th – 10th place: 7 points down to 1 point. In the event of a dead-heat for any position, the respective points will be averaged (eg dead heat for 1st place, each team will score 12 points).
* If a swimmer is disqualified they will score 0 points.
* If a team does not enter a swimmer in an event they will be deducted 5 points.
* Points will be calculated and announced / displayed at regular intervals during the competition.
* The team with the highest points following the completion of the final event will be presented with the “Scottish Junior Team Champions” Trophy.
* In the case of a tie for first place there will be a head to head Mixed 4 x 50m Medley Relay event to determine which team will be declared Champions. This relay shall consist of 2 males and 2 females. In each team, one male and one female should be under 15 years of age as at midnight on 31st December 2016.

**Invitational Competition**

* Points will be calculated as follows: 1st – 10 points: 2nd – 5 points; In the event of a dead-heat for any position, the respective points will be averaged (eg dead heat for 1st place, each team will score 7.5points
* If a swimmer is disqualified they will score 0 points.
* If a team does not enter a swimmer in an event they will be deducted 5 points.
* Points will be calculated and announced / displayed at regular intervals during the competition.
* The team with the highest points following the completion of the final event of each session will be presented as the winner an receive the “Scottish Team Champions” Trophy.
* In the case of a tie for first place there will be a head to head Mixed 4 \* 50m Medley Relay event to determine which team will be declared Champions. This team should consist of 2 males and 2 females.

**COACH INFORMATION**

**ACCREDITATION**

Annual passes issued for 2016 will be valid for this Meet.

Coaches/team managers/chaperones that are not in possession of an annual pass may purchase an individual pass for the Championship, the fee for which is £10.00. Lost /replacement passes will be charged a fee of £10.00 for the issue of a temporary pass.

A pass is required for any coach/chaperone wishing to be poolside. This entitles you to entry for the whole of the Meet, Poolside Access, Start and Result Sheets.

Coaches/Team Managers/Chaperones will NOT be permitted access to poolside without a valid pass. All passes must be worn by all team personnel and made visible at all times.

Passes will be available for collection from the Coaches Information Desk on arrival at the Championships.

**APPLYING FOR A PASS**

All applications should be submitted on the attached form via the Head Coach and forwarded to Melanie Orr, Scottish Swimming, National Swimming Academy, University of Stirling, Stirling, FK9 4LA.

All applicants MUST be Disclosure Scotland/PVG/CRB checked through either: Scottish Swimming/ASA/WASA. It is the responsibility of the Club/Coach to ensure that, if they require their swimmers to have coach/chaperone representation on the poolside, their application is made in good time and that the relevant PVG/Criminal Records Bureau(CRB)/Disclosure & Barring Service(DBS) forms have been completed and sent to the Scottish Swimming/ASA/WASA office(s).

**Please note: All chaperone/team manager passes must be confirmed by Head Club/Team coach as detailed on the application form.**

Scottish Swimming will not issue any Coach/Chaperone Pass unless a person has a valid Disclosure Certificate/PVG/CRB through the Scottish Swimming/ASA/WASA. In-line with current legislation, valid Disclosure Certificates/PVG/CRB from any other agency, will not be accepted.

New applicants must submit one recent electronic photograph (preferably in jpeg format). Previous applicants need not submit a photograph unless their appearance has changed dramatically or they wish to update the photograph held on file. Photographs should be taken under the same rules regarding passport photographs.

If you have any queries regarding Disclosure Scotland/PVG/CRB certification, please contact:

Melanie Orr or Eilidh McCall-Lawrie by email: [childprotection@scottishswimming.com](mailto:childprotection@scottishswimming.com)

**COACH INFORMATION**

**PAYMENT FOR COACHES PASS**

Payment can be made by the following options:-

Cheque payable to Scottish Amateur Swimming Association Ltd.

Credit or Debit card, telephone 01786 466520 (3% charge for Mastercard).

BACS please send an email to [nationals@scottishswimming.com](mailto:nationals@scottishswimming.com) requesting the bank details.

All applications should be submitted via the Head Club/Team Coach and forwarded to: **Mrs Melanie Orr, Scottish Swimming, National Swimming Academy, University of Stirling, Stirling, FK9 4LA**

**Coaches pass application forms which arrive late or which are incomplete will not be processed.**

If you have any queries regarding Disclosure Scotland/PVG/CRB certification, please contact:

Melanie Orr or Eilidh McCall-Lawrie by email: [childprotection@scottishswimming.com](mailto:childprotection@scottishswimming.com)

**EVENT REGULATIONS**

Entry and Entries to all events is expressly subject to each and all of these regulations and may, where appropriate, also require compliance with the facility provider’s regulations.

* Permission for any person to enter or to remain within the venue notwithstanding possession of any ticket by that person is at the absolute discretion of the stewards and officers of Scottish Swimming and/or any police officer.
* No guarantee can be given by Scottish Swimming that the event will take place at a particular time or any particular date and Scottish Swimming reserves the right to reschedule the event without notice and without any liability for so doing.
* In the event of postponement, cancellation or abandonment of the event, refunds if any, will be made at the absolute discretion of Scottish Swimming. Scottish Swimming will have no legal liability to make a refund or to pay any form of consequential or indirect damage such as loss of enjoyment, travel and accommodation costs.
* The following are articles, which must not be brought within the venue (glasses, fireworks, smoke canisters, flares, glass bottles, weapons of any sort). Any person in possession of such items will be refused entry at the absolute discretion of any steward or officer of Scottish Swimming and/or police officer.
* No object may be thrown by spectators within the venue.
* No foul or abusive language or other offensive words such as racial or sexual abuse may be used within venues.
* No alcohol may be consumed within events except in those areas specifically designated for such purposes and in accordance with any terms displayed in those areas.
* No person may for commercial purposes take photographs or use any video recording equipment inside events without the express written permission of Scottish Swimming. The taking of photographs or use of video equipment for non-commercial purposes is permitted subject to compliance with Scottish Swimming Guidelines with regard to video recording and zoom photography.
* Should you wish to use your mobile phone for photographic purposes on poolside the procedure above must be followed.
* In order to control digital photographs, mobile phones may not be used in the changing village.
* No flash photography permitted at any time within the competition pool hall.
* In the interests of Health and Safety, hot food and hot drinks must not be taken into the pool hall.
* No articles, periodicals, publications, flyers or goods of any nature may be offered either free or for sale by any persons saves only Scottish Swimming within events without the express written permission of Scottish Swimming.
* Any person entering events must at all times comply with any and all instructions of any steward or officer of Scottish Swimming and/or police officer. Failure to comply within a reasonable time with any such instruction will lead to the person being invited to leave.
* No tickets may be offered for resale within events. Any such tickets offered for sale may be confiscated by any steward or officer of Scottish Swimming or any police officer.
* Scottish Swimming reserves absolutely the right to eject from events any person failing to comply with each and all of the Event Regulations.

**PHOTOGRAPHY/MEDIA**

Throughout this event Scottish Swimming will have a number of authorised media partners taking static photographs and video footage. These images are intended solely for the purposes of promotion and celebration of the activities.Images will be made available to our media partners and uploaded to our website and our social network sites.

All parents, competitors, coaches and volunteers are required to acknowledge this is a public event and upon entering the swimming arena this may result in the recording and publication of his/her image.

Scottish Swimming may record the competition events and general images of swimmers for the purposes of education, training, swimmer analysis, performance, development and event promotion. Scottish Swimming will hold this information on file for the use of promotion, general information and marketing. This information will not be passed on to third party media partners.

Further guidance can be found in our Child Protection Policy

**Scottish Swimming National Championships**

**2016 Individual Meet Coach/Chaperone/Team Manager Pass**

**Applications must be made by the Head Club/Team Coach. Please ensure that the form is completed fully in block capitals. Please note that we reserve the right to refuse applications.**

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|  | **CARD** | **CHQ** | **BACS** |
| **Scottish Team Championships, Tollcross ISC £10** |  |  |  |

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| **COACH** |  | **CHAPERONE** |  | **TEAM MANAGER** |  | **Please tick √** |

**Applications Close on Thursday 8th September 2016**

**Applicant’s Details**

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| **Surname:** |  | | | | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | | | | | |
| **Forename(s):** |  | | | | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | | | | | |
| **Home Address:** |  | | | | | | | | | | | | | | | | |  |
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|  |  | | | | | | | **Postcode:** | | | |  | | | | | |  |
|  | | | | | | | | | | | | | | | | | | |
| **Telephone Number:** |  | | | | | | | | | | | | | | | | |  |
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| **Email Address:** |  | | | | | | | | | | | | | | | | |  |
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| **Membership No:** |  |  |  |  |  |  |  | |  |  |  | |  |  |  |  |  |  |
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| **Signature:** |  | | | | | | | | | | | | | | | | |  |
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**Entry/Club Secretary Details:**

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| **Application Made by (Name):** |  |  |
|  | | |
| **Secretary of (Club Name):** |  |  |
|  | | |
| **Telephone Number:** |  |  |
|  | | |
| **Email Address:** |  |  |
|  | | |
| **Signature:** |  |  |
|  | | |

Please ensure the following are complete/included (please confirm by entering a tick in the relevant box);

|  |  |  |
| --- | --- | --- |
| **Valid Enhanced Disclosure:** | Please do not send certificate |  |
| **Payment:** | Cheque made payable to ‘SASA’ Ltd or |  |
|  | Card payment made by contacting Scottish Swimming Office |  |
|  | BACS send an email to [nationals@scottishswimming.com](mailto:nationals@scottishswimming.com) requesting the details |  |
| **Photograph:** | E-mailed to: [nationals@scottishswimming.com](mailto:nationals@scottishswimming.com) |  |

Send completed form, photograph and payment to;

**Mrs Melanie Orr, Scottish Swimming, National Swimming Academy, University of Stirling, Stirling, FK9 4LA**

**APPLICATION SUMMARY**

**SCOTTISH NATIONAL TEAM CHAMPIONSHIPS**

**24th September 2016, Tollcross International Swimming Centre**

|  |  |
| --- | --- |
| **Club Name:** |  |
|  |  |
| **Club Contact’s Name:** |  |
|  |  |
| **Address:** |  |
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|  |  |
|  |  |
| **Postcode:** |  |
|  |  |
| **Telephone No:** |  |
|  |  |
| **Email:** |  |

Email address is important for urgent distribution of information and updates pertaining to the Meet.

**Form to be returned to:**

**Mrs Melanie Orr**

**Scottish Swimming**

**Scottish Swimming Academy**

**University of Stirling**

**Stirling, FK9 4LA**

**Telephone: 01786 466520 email:** [**m.orr@scottishswimming.com**](mailto:m.orr@scottishswimming.com)

**TO BE RETURNED BY 2pm Thursday 8th September 2016**