



**The British Gas Swim Wales North  
2011 Junior Development Meet**  
(Under FINA Technical Rules & Swim Wales Laws)

**Saturday May 14th**

**Llandudno Swimming Centre**  
**Mostyn Broadway Llandudno LL30 1YR**



**Meet Pack**

**Meet Licence No:- 011WL4-048**

# ***The British Gas Swim Wales North***

## **2011 Junior Development Meet**

**Llandudno Swimming Centre**

**Saturday 14<sup>th</sup> May**

***Warm up and Start times to be Confirmed***

### **Meet Information & Conditions**

**Meet Licence No:- 011WL4-048**

**Eligibility:-**

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

**Age Groups**

**Age as at 14<sup>th</sup> May 2011**

	<b>Girls</b>	<b>Boys</b>
<b>Individuals</b>	<b>8 years</b>	<b>8 to 9 years</b>
	<b>9 years</b>	<b>10 years</b>
	<b>10 years</b>	<b>11 years</b>
	<b>11 years</b>	<b>12 years</b>
<b>Relays</b>	<b>8 to 9 years</b>	<b>8 to 10 years</b>
	<b>10 to 11 years</b>	<b>11 to 12 years</b>

**Events**

<b><u>Individuals</u></b>	<b>Age Groups</b>		
<b>Girls</b>	<b>8 years</b>	<b>9 years</b>	<b>10 years + 11 years</b>
<b>Boys</b>	<b>8 to 9 years</b>	<b>10 years</b>	<b>11 years + 12 years</b>
<b>Events</b>	25m Backstroke	50m Backstroke	100m Backstroke
	25m Breaststroke	50m Breaststroke	100m Breaststroke
	25m Butterfly	50m Butterfly	100m Butterfly
	50m Freestyle	100m Freestyle	200m Freestyle
	100m IM	100m IM	200m IM

<b><u>Relays</u></b>	<b>Age Groups</b>	
<b>Girls</b>	<b>8 to 9 years</b>	<b>10 to 11 years</b>
<b>Boys</b>	<b>8 to 10 years</b>	<b>11 to 12 years</b>
<b>Events</b>	4 x 25m Freestyle	4 x 50m Freestyle
	4 x 25m Medley	4 x 50m Medley

**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 Age Group or Youth Qualifying Time.

### **The Meet**

5. In order to qualify for overall placing in the Junior Development Meet swimmers need to enter and swim the four stroke events and the Individual Medley.
6. The entry fee for the Junior Development Meet
  - a. Individuals shall be £10, this fee covers all 5 swims.
  - b. Relays £5 per event
7. All events shall be HDW
8. All heats shall be swum slowest to fastest
9. Age as at 14<sup>th</sup> May 2011.
10. Entries can only be accepted from competitors registered as members of Affiliated Clubs to the North Wales Region.
11. Swimmers may only swim for one club during this competition.
12. A competitor must have been a registered member of the Club in whose name they are entered at least 30 days prior to the day of the Meet.
13. In the event of a disqualification, the disqualified swimmer will be given the time of the slowest swimmer in the event (including disqualified swimmers) plus five seconds.
14. When all swims have been completed all swimmers' time for the five events will be totalled up and ranked from fastest to slowest.

### **Receipt of Entries**

15. **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  
[catherall@catherallolwen1.orangehome.co.uk](mailto:catherall@catherallolwen1.orangehome.co.uk).
16. All entry submissions must be received by **Saturday 16<sup>th</sup> April.**
17. Entry Fees for the Meet shall be:

**£10 for Individuals. £5 per event for Relays.**

18. All fees appropriate to each entry, together with all pertinent forms must be posted to the Meet Secretary. 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, 44 Bryn Ffynnon, Llandudno Junction, Conwy, LL31 9TJ.**

by **Saturday 16<sup>th</sup> April**

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

19. **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.**
20. **Warm up and start times to be confirmed following receipt of entries.**

### **Entries**

21. 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.
22. 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 restraints.
23. 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.

### **Trophies and Medals**

24. In the Individuals, awards will be given to swimmers ranked from 1<sup>st</sup> to 10<sup>th</sup> after the times have been totalled for the five events.
25. In the Relays, Medals shall be awarded to the first, second and third in each event. Prizes shall be awarded to fourth, fifth and sixth in each event.

### **Meet Procedure**

#### **Officials**

26. 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.
27. **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:**  
**Wendy Peters, [Dolphinsarehere@oceanlife.fsnet.co.uk](mailto:Dolphinsarehere@oceanlife.fsnet.co.uk)**

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

#### **Poolside Passes**

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.) 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.

#### **Relay Events**

31. Unless teams are declared in the electronic entry, Relay Team Declaration Forms must be submitted by the start of the warm-up for the session in which the event takes place. Failure to do so may result in the disqualification of the team.
32. Swimmers names must be submitted in the swimmer order.

#### **Start Sheets**

33. Start sheets will be prepared after the withdrawal deadline each session and will be available 30 minutes prior to the start of the session.

#### **Marshalling**

34. It is the responsibility of the swimmer to report to the marshalling area in plenty of time before the event

#### **Starts (Diving)**

35. ONLY those swimmers who have reached the standard of the ASA Competitive Start award are permitted to start with a shallow racing dive from the side of the pool. Swimmers who have not reached this standard MUST start in the water.

#### **Starts**

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

#### **Medical Conditions**

37. 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.

#### **Doping Control**

38. 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.

#### **Heats**

39. Competitors shall be seeded according to submitted times.
40. All heats shall be swum slowest to fastest.
41. All heats shall be spearheaded.

### **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). Please see Meet Information for details.

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

43. When the competition involves young persons under the age of 18 years it shall be a requirement that staff shall be appointed at the entrance control to register details of any persons wishing to engage in any video, zoom or close range photography whether by camera, video or mobile phone.

**Proof of identity will be required to register your photographic equipment for use at this event e.g Driving License with Photograph or Passport.**

### **Safety**

44. All competitors shall be required to ensure that they observe all safety announcements and conduct themselves with safety in mind.
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 proper waste bins and not simply thrown onto the floor.

### **Spectator Admission Fees**

47. Admission fee shall be  
£5 per person - per day, or  
£2 per person – for one session.

Senior Citizens

£3.50 per person –per day

£1.50 per person- per session

48. Children accompanied by an adult - Free
49. Competitors - Free
50. Programmes shall be £1 per day

# ***The British Gas Swim Wales North***

## **2011 Junior Development Meet**

**Llandudno Swimming Centre**

**Saturday May 14<sup>th</sup>.**

### **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		
Total Individual Entries		@ £10.00	£
Total Relay Entries		@ £5.00	£
Total Coaches Passes *		@ £6	£
Total Cheque Enclosed made payable to Swim Wales North Wales Region			£

**\* Coach Passes issued for Regional Championships 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, 44 Bryn Ffynnon, Llandudno Junction, Conwy, LL31 9TJ.**

**CLOSING DATE SATURDAY 16<sup>th</sup> APRIL 2011**

**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.**

# ***The British Gas Swim Wales North***

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**Llandudno Swimming Centre**

**Saturday May 14<sup>th</sup>.**

### **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 .....											

## **The British Gas Swim Wales North Junior Development Meet**

**£10 per entry**

**Age at 14/05/11**

Please note there are no qualifying and consideration times for this meet. Entries can be accepted with no times (NT).

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

Girls 8 years, Boys 8 to 9 years		Girls 9 years, Boys 10 years		Girls 10 and 11, Boys 11 and 12	
Event	Time	Event	Time	Event	Time
25m Backstroke	: .	50m Backstroke	: .	100m Backstroke	: .
25m Breaststroke	: .	50m Breaststroke	: .	100m Breaststroke	: .
25m Butterfly	: .	50m Butterfly	: .	100m Butterfly	: .
50m Freestyle	: .	100m 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 SATURDAY 16<sup>th</sup> APRIL 2011**

# ***The British Gas Swim Wales North***

## **2011 Junior Development Meet**

**Llandudno Swimming Centre**

**Saturday May 14<sup>th</sup>.**

### **COACH PASS APPLICATION/ DECLARATION FORM**

**PASSES WILL BE IN CLUB NAME**

**MAXIMUM 4 PASSES PER CLUB**

**PLEASE LIST ALL COACHES WHO WILL USE PASSES DURING THE MEET**

**£6 PER PASS**

**PASSES ARE ANNUAL**

**VALID FOR ALL 2011 SWN REGIONAL COMPETITIONS**

<b>CLUB NAME</b>		
FULL NAME		
POSITION e.g. Coach, Parent		
ADDRESS		
TEL NO		
WASA/ASA/SASA No		
FULL NAME		
POSITION e.g. Coach, Parent		
ADDRESS		
TEL NO		
WASA/ASA/SASA No		
FULL NAME		
POSITION e.g. Coach, Parent		
ADDRESS		
TEL NO		
WASA/ASA/SASA No		
FULL NAME		
POSITION e.g. Coach, Parent		
ADDRESS		
TEL NO		
WASA/ASA/SASA No		

**There will be no access to poolside without a pass.**  
**CLOSING DATE SATURDAY 16<sup>th</sup> APRIL 2011**



## 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.

System Requirements :- 300MHz 64mb Ram, windows 98,NT,2000,Me or XP

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 of the four Meets. 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 **Entries by 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 permitted on the day of gala, 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. 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**.

Paul Wilkinson.

# ***The British Gas Swim Wales North 2011 Junior Development Meet***

## **Relays**

<b>Team Name</b>
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**Swimmer Declaration**

**Age as at 14<sup>th</sup> May 2011**

Gender and Age Group	Event	Name of Swimmer 1	Name of Swimmer 2	Name of Swimmer 3	Name of Swimmer 4
Girls 8-9 years old	4x25m Freestyle Relay				
	4x25m Medley Relay				
Girls 10-11 years old	4x50m Freestyle Relay				
	4x50m Medley Relay				
Boys 8-10 years old	4x25m Freestyle Relay				
	4x25m Medley Relay				
Boys 11-12 years old	4x50m Freestyle Relay				
	4x50m Medley Relay				

***The British Gas Swim Wales North***  
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**Llandudno Swimming Centre May 14<sup>th</sup> 2011**

Event No	Session 1		Event No	Session 2		Event No	Session 3	
1	Boys 12 years	100m Backstroke	15	Boys 11 years	100m Backstroke	33	Boys 12 years	100m Breaststroke
2	Girls 11 years	100m Breaststroke	16	Girls 10 years	100m Butterfly	34	Girls 11 years	200m Freestyle
3	Boys 11 years	100m Butterfly	17	Boys 10 years	100m Freestyle	35	Boys 10 years	50m Butterfly
4	Girls 10 years	200m Freestyle	18	Girls 9 years	50m Breaststroke	36	Girls 9 years	50m Backstroke
5	Girls 9 years	100m IM	19	Boys 8-9 years	25m Backstroke	37	Boys 8-9 years	25m Breaststroke
6	Boys 8-9 years	100m IM	20	Girls 8 years	25m Butterfly	38	Girls 8 years	50m Freestyle
7	Girls 8 years	100m IM	21	Boys 12 years	200m IM	39	Boys 11 years	200m IM
8	Boys 12 years	200m Freestyle	22	Girls 11 years	200m IM	40	Girls 10 years	200m IM
9	Girls 11 years	100m Butterfly	23	Boys 11 years	200m Freestyle	41	Boys 12 years	100m Butterfly
10	Boys 11 years	100m Breaststroke	24	Girls 10 years	100m Breaststroke	42	Girls 11 years	100m Backstroke
11	Girls 10 years	100m Backstroke	25	Boys 10 years	50m Backstroke	43	Boys 10 years	50m Breaststroke
12	Boys 10 years	100m IM	26	Girls 9 years	50m Butterfly	44	Girls 9 years	100m Freestyle
			27	Boys 8-9 years	50m Freestyle	45	Boys 8-9 years	25m Butterfly
			28	Girls 8 years	25m Breaststroke	46	Girls 8 years	25m Backstroke
13	Girls 8-9 years	4x25m Freestyle Relay	29	Boys 11-12 years	4x50m Medley Relay	47	Girls 10-11 years	4x50m Medley Relay
14	Boys 11-12 years	4x50m Freestyle Relay	30	Girls 10-11 years	4x50m Freestyle Relay	48	Boys 8-10 years	4x25m Medley Relay
			31	Boys 8-10 years	4x25m Freestyle Relay			
			32	Girls 8-9 years	4x25m Medley Relay			

# ***The British Gas Swim Wales North***

## **2011 Junior Development Meet**

***Llandudno Swimming Centre May 14<sup>th</sup> 2011***

***Warm up and Start times to be confirmed.***

### **Officials Recruitment**

**It is a condition of entry that each club shall provide a minimum of two officials of Judge 1 standard or above for each session.**

**These shall be notified by the closing date for entry.**

NAME	GRADE	PREFERRED SESSION

**Please return this form by 16<sup>th</sup> April to**

**CLUB**\_\_\_\_\_.

**Wendy Peters, [Dolphinsarehere@oceanlife.fsnet.co.uk](mailto:Dolphinsarehere@oceanlife.fsnet.co.uk)**