



# 2014 City of Cardiff Closed Invitational Meet

Licence Number: 014WL4-015

(Under FINA Technical Rules & Swim Wales Laws)

**Sunday 23<sup>rd</sup> February 2014**

(All Session Times to Be Confirmed)

**Cardiff International Pool**

**Event Information and Entry Forms**

# City of Cardiff Swimming Club Closed Invitational Meet

(Under FINA Technical Rules and Swim Wales Laws)

Sunday 23<sup>rd</sup> February 2014

This is a Level 4 Licensed Meet enabling swimmers to obtain Qualifying Times for Regional Competitions

<b>VENUE</b>	<b>Cardiff International Pool, Olympian Drive, Cardiff, CF11 0JS</b>
<b>POOL</b>	<b>10 Lane – 50m pool – electronic timing – with anti turbulence lane ropes</b>
<b>AGE GROUPS</b>	Boys: 8yrs, 9yrs, 10yrs 11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16 & Over Girls: 8yrs, 9yrs, 10yrs 11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16 & Over
<b>AGE UP DATE</b>	23 <sup>rd</sup> February 2014
<b>EVENTS</b>	<b>All events will be Heat Declared Winner</b> 50 m Breaststroke, Backstroke, Butterfly and Freestyle 100 m Breaststroke, Backstroke, Butterfly and Freestyle 200 m Individual Medley
<b>ENTRIES</b>	<p>There are no entry times for this meet but events have <b>UPPER</b> cut off times applied. Entry times for these events must be <b>SLOWER</b> than the upper cut off times (NT's are acceptable). A swimmer who has a time <b>FASTER</b> than or <b>EQUAL TO</b> the cut off time for any event is not eligible to swim in that event.</p> <p>Clubs are requested to send all entries at the same time with one cheque to cover all swimmers. Cheques should be made payable to City of Cardiff Swimming Club</p> <p>To request the electronic event entry file and to submit electronic entries/enquires please e-mail:</p> <p><a href="mailto:cardiffCIM@cardiffswimming.co.uk">cardiffCIM@cardiffswimming.co.uk</a></p> <p>Electronic entries produced from Hy-Tek Team Manager or Team Manager Lite software as electronic entries, submitted as an e-mail attachment to the above address are requested and should include an entry report, fee entry report, completed Summary Sheet and any poolside passes applications. <b><u>For all entries, the submitted date will be the date of receipt of all entries, reports and payment.</u></b></p> <p>Electronic entries will be acknowledged with receipt confirmation. No entries will be processed until full and complete payment is received.</p> <p>Entries, payments and supporting reports, and poolside pass applications should be sent to:</p> <p>Andrew Bevan 9 Corbett Grove Caerphilly CF83 1SZ</p> <p>Entry forms are to be retained by the club. Entries will be rejected if they are received after the closing date of Friday 17<sup>th</sup> January 2014. Copies of the Team Manager Lite application can be downloaded free of charge from <a href="http://www.hy-tektd.com/downloads.html">http://www.hy-tektd.com/downloads.html</a>.</p> <p>Please ensure that you put adequate postage on posted entries. Envelopes with insufficient postage will not be collected from the Royal Mail depot.</p> <p><b>NO LATE ENTRIES WILL BE ACCEPTED AND THERE WILL BE NO ENTRIES ON THE DAY.</b></p>

The Meet Director reserves the right to limit entries. In the event that entries are rejected the entry fee will be refunded, a single cheque will be made payable to the Club in question. No refunds will be made for withdrawals after the closing date other than in exceptional circumstances.

City of Cardiff Swimming Club reserve the right to return entries if the meet is oversubscribed and to cancel the event if the meet is under subscribed. **In the event of the meet being oversubscribed swimmers will be scratched on the basis of fastest entries first. Preference will be given to swimmers with no times.**

## AWARDS & SPEEDING TICKETS

Awards will be given to the first 3 placings in each category. Any swimmer finishing in a time faster than that set by the **UPPER CUT OFF TIME** will be issued with a 'speeding ticket' and no medal will be awarded to that swimmer for that event. Medals and 'speeding tickets' will be available on the day and can be collected from the medal table on poolside.

**Swimmers must ensure that they are suitably clothed (tee shirt and shorts) when receiving Awards.**

## POOLSIDE PASSES

£7.50 per pool pass (required for coaches/team managers), including results, poolside refreshments– limited to 3 per club. Applications for additional passes may be accepted by the Meet Director, subject to team size per session. Passes must be worn at all times whilst on poolside and will be required to gain access. Passes will only be issued on receipt of Swim Wales/ASA registration number, a CRB number and a passport photo. No passes will be available for purchase on the day. They must be purchased beforehand.

**THERE WILL BE NO ACCESS TO POOLSIDE FOR ANYONE WITHOUT A POOL PASS.**

## OFFICIALS

Visiting clubs are requested to provide at least one qualified official per session, and their details (together with their qualification) be forwarded with entry information. Meals and refreshments will be provided.

## ENTRY PRICING

£4.00 per 50 and 100 m events, £4.50 per 200 m event.

## CLOSING DATE

**Friday 10<sup>th</sup> January 2014** (No late entries will be accepted and no entries will be accepted on the day).

## SEEDING

All events will be seeded and spearheaded, and will be swum slow to fast based on entry times.

## SESSION TIMES

**The following session times are provisional.** Session timing will be finalised once all entries have been processed and swimmers will be notified accordingly. Please note that it is the swimmers` responsibility to present themselves, ready to swim, to the Marshalling area prior to the start of their event. Please note: These are only estimated times, finalised warm up and start times will be issued along with swimmers entry lists.

Session 1	Sunday am	Warm up	07:45	Start	08:30
Session 2	Sunday am	Warm up	11:30	Start	12:15
Session 3	Sunday pm	Warm up	15:15	Start	16:00

## PROGRAMME OF EVENTS

Session One	Session Two	Session Three
Warm-up 07:45 - Start 08.30am	Warm-up 11.30am – Start 12.15pm	Warm-up 3.15pm – Start 4.00pm
<b>Event</b>	<b>Event</b>	<b>Event</b>
101 Boys 100m Breaststroke	201 Boys 200m IM	301 Boys 100m Freestyle
102 Girls 100m Breaststroke	202 Girls 100m Freestyle	302 Girls 200m I/M
103 Boys 100m Butterfly	203 Boys 50m Butterfly	303 Boys 50m Backstroke
104 Girls 100m Butterfly	204 Girls 50m Breaststroke	304 Girls 50m Freestyle
105 Boys 100m Backstroke	205 Boys 50m Freestyle	305 Boys 50m Breaststroke
106 Girls 100m Backstroke	206 Girls 50m Backstroke	306 Girls 50m Butterfly

## SPOT PRIZES

Spot prizes will be awarded on the day. There will be one random draw per session to determine which event and heat the prize will apply to. The winner of the heat will be entitled to claim a £10.00 voucher to be spent at the City of Cardiff club shop during the meet. The event and heat will be announced at the start of each session.

## STARTS

Over the top starts will be used wherever possible

## ELECTRONICS

Omega electronic timing system with electronic display

## MEET RESULTS

The meet results will be posted on the City of Cardiff Swimming Club website within 72 hours of the meet closing. Results will also be passed to Swim Wales and ASA for their reference and inclusion in rankings. Follow the meet on Meet Mobile on and Twitter @cardiffswimming #CCSCIM14

## CAR PARKING

Free car parking places are provided at the Cardiff International Pool on a first come first served basis

## SPECTATORS

Entry to the event is free for spectators. Full meet programmes will be available on the day and will cost £3.00.

## REFRESHMENTS

The cafe which provides a catering facility serving refreshments for swimmers and spectators will operate throughout this meet. Refreshments may not be taken onto the poolside. There are also local facilities located near the pool.

## HEALTH & SAFETY

No outdoor shoes to be worn on the poolside. Suitable footwear must be worn outside the pool area and particularly when moving around and climbing the steps in the competitors area.

**Swimmers are asked not to enter the spectator's area or foyer whilst they are competing.**

**If you are unable to execute a competent racing dive do not use the starting blocks at any time during this swim meet.** A competent racing dive is defined as in the ASA Competitive Start Award; each swimmer is required to hold one of these. It is the Coach and/or Team Managers responsibility to ensure that this is the case for all swimmers intending to execute a racing dive. Swimmers who have not attained the standard of the Competitive Start Award must lower themselves into the water on the long whistle of the Referee before starting at an appropriate place. No swimmer should topple into the water in the event of a false start - a proper shallow dive must be performed. It is the responsibility of the swimmer and/or parent to declare to the referee any disability or medical condition that could present a health or safety risk. If such a disability or medical condition exists swimmers must produce a medical certificate confirming that their participation presents no health or safety problems.

For safety and security reasons, the wearing of jewellery is not permitted while in the water during warm-ups / swim-downs and / or competition. This includes watches, necklaces, chains, bangles, wrist bands, ear-rings (except studs), and rings (except wedding bands). City of Cardiff Swimming Club will not be responsible for any jewellery brought to events and will not be liable if such jewellery is lost or damaged.

All swimmers, officials, volunteers, spectators, and visitors are required, at all times, to abide by the rules set out in the Pool Operating Procedures and/or the Normal Operating Procedures & Emergency Action Plan for Cardiff International Pool as issued by Parkwood Leisure, a copy of which is available to view in the Meet Office.

Unacceptable Behaviour - behaviour becomes "unacceptable" when it is considered "Offensive" to others; this includes, but is not limited to, the following:

Theft, wilful damage to property and / or equipment, acts of vandalism, abuse of alcohol and / or drugs, bullying, offensive language, aggressive / violent acts, threatening behaviour, all breaches of safety practices, failure to comply with instructions / directions, actions that bring the sport of swimming into disrepute. Should any such behaviour be brought to the attention of the Referee, Meet Director or Organising Committee, swimmers will be removed from events and any other persons will be asked to leave the premises if in the opinion of the Referee, Meet Director or Organising Committee, such behaviour has been exhibited.

## DATA PROTECTION

Entries and results for this Meet will be held on computer. As required by the Data Protection Act 1998, submission of entries implies consent to the holding of personal information on computer. These details may be made public before, during or after the Meet.

## **CAMERA USE**

The use of **all** photographic equipment is controlled at this meet and everyone is reminded that such equipment should not be used without a pass. Passes can be obtained free of charge from the meet office, upon provision of **photographic proof of identity** (i.e. driving licence, passport). A tag will be issued for your photographic equipment, and this must remain attached within the pool area. Equipment being used without a pass will be removed. Records of camera use will be retained by City of Cardiff Swimming club.

## **MOBILE PHONES**

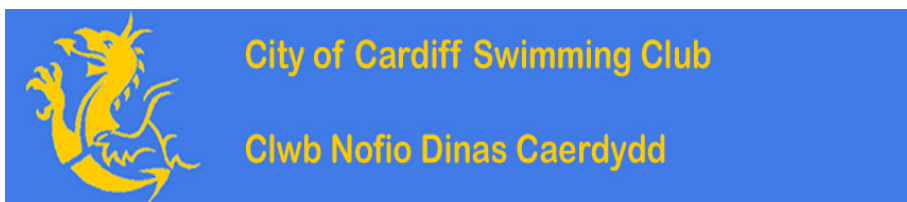
Swimmers, parents and coaches are reminded that the use of mobile phones **is not allowed inside the Cardiff International Pool building**. This policy is actively enforced and **all visitors & swimmers are asked to comply.**

## **GENERAL**

Any point not covered by these rules will be at the discretion of the organisers. Depending upon the situation, the Referees decision will be final.

## **APPEALS**

Any appeals must be submitted in accordance with FINA procedures and will be handled appropriately.



## City of Cardiff Closed Invitational Meet

Cardiff International Pool, Cardiff  
23<sup>rd</sup> February 2014

### Individual Entry Form

Please complete all details requested below in full

Name		Male / Female
Address		
Date of Birth		Age (23 <sup>rd</sup> February 2014)
WASA Number		

EVENT	Event Number	Entry Time	Cost per Event
50m Butterfly			@ £4.00
50m Backstroke			@ £4.00
50m Breaststroke			@ £4.00
50m Freestyle			@ £4.00
100m Butterfly			@ £4.00
100m Back			@ £4.00
100m Breast			@ £4.00
100m Freestyle			@ £4.00
200m Individual Medley			@ £4.50

Total No of Entries @ £4.00

Total for 50 & 100 m events      £

200 IM @ £4.50

£

Total      £

Please return entries by Friday 10<sup>th</sup> January 2014 to:

Chris Jones.

Cheques made payable to: **City of Newport Swimming Club**



# CCSC Closed Invitational Meet

Cardiff International Pool, Cardiff  
23<sup>rd</sup> February 2014  
(Under FINA Technical Rules and Swim Wales Laws)

## Coaches / Chaperone Pass Individual Application Form

Full Name \_\_\_\_\_

Name of Club \_\_\_\_\_

Position (e.g. Club Coach) \_\_\_\_\_

Address \_\_\_\_\_

Post Code \_\_\_\_\_

Tel. No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Email address \_\_\_\_\_

Swim Wales/ Scottish Swimming / ASA affiliation number \_\_\_\_\_

CRB Number \_\_\_\_\_

The above named person is authorised to hold a pass for this club

Signed \_\_\_\_\_ Club secretary

Please note only members affiliated to Swim Wales/Scottish Swimming/ASA or a member of a FINA affiliated country will be eligible for a coach's pass.

Only applications with a photograph will be accepted. Could applicants please write their names on the rear of the photographs.

Please send a cheque for £7.50 (made payable to City of Cardiff Swimming Club).

**No passes will be available on the day. They must be purchased beforehand.**

There will be no access to the poolside without a coach's pass.

Passes will be restricted to a maximum of 3 passes per club.

All completed forms to be returned to

Andrew Bevan  
9 Corbett Grove  
Caerphilly  
CF83 1SZ

**CLOSING DATE: Friday 17 January 2014.**



# CCSC Closed Invitational Meet

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23<sup>rd</sup> February 2014  
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## Officials Nomination Form

**PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS**

Full Name .....

Name of Club .....

Qualification (J1, J2, J2S, Referee) .....

Address .....

..... Post Code .....

Tel. No. .... Fax No. ....

Email address .....

Swim Wales/ Scottish Swimming / ASA affiliation number .....

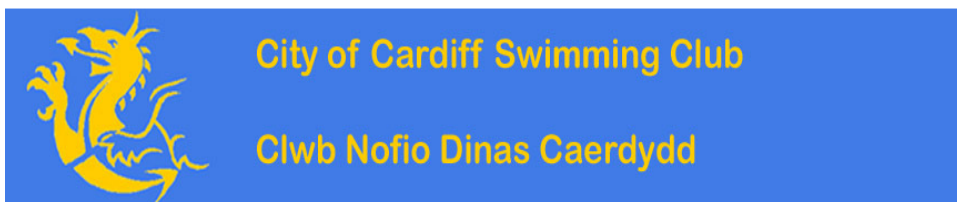
CRB Number .....

Sessions which you are available for (please tick)  
1  2  3

All completed forms to be forwarded to Paul Hutchings by email on

[hutchie224@gmail.com](mailto:hutchie224@gmail.com)





# CCSC Closed Invitational Meet

Cardiff International Pool, Cardiff  
23<sup>rd</sup> February 2014  
(Under FINA Technical Rules and Swim Wales Laws)

## Entry Summary Sheet

Please return this form with:

1. Cheque/s made payable to City of Cardiff Swimming Club
2. Coach/Chaperone Pass applications

Name of Club \_\_\_\_\_  
 Name \_\_\_\_\_  
 Position (e.g. Club Coach) \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Post Code \_\_\_\_\_  
 Tel. No. \_\_\_\_\_ Fax No. \_\_\_\_\_  
 Email address \_\_\_\_\_

### Summary

Total Individual Female Swimmers	_____		
Total Individual Male Swimmers	_____		
Total Number of Swimmers	_____		
Total Individual Entries	50/100M	@ £4.00	£ _____
Total Individual Entries	200IM	@ £4.50	£ _____
Total Coaches Passes		@ £7.50	£ _____
Total Cheque Enclosed payable to: <b>City of Cardiff Swimming Club</b>			£ _____

**It is requested that a single cheque for the complete club entry is submitted.**

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 agree to abide by the conditions laid down by the Meet Management for this event.

Club Secretary Signature .....Date: .....

All completed forms to be returned to

Andrew Bevan  
9 Corbett Grove  
Caerphilly  
CF83 1SZ

**CLOSING DATE: Friday 17th January 2014.**



## CCSC Closed Invitational Meet

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23<sup>rd</sup> February 2014

### Long Course Upper Cut Off Times

	Boys									Event	Girls								
	8	9	10	11	12	13	14	15	16+		8	9	10	11	12	13	14	15	16+
UCT	42.5	42.5	38.8	36.9	35.0	33.4	32.1	30.9	30.1	50m Freestyle	42.6	42.6	39.6	37.2	35.7	34.7	33.8	33.3	33.1
UCT	1:37.2	1:37.2	1:23.7	1:18.0	1:13.4	1:10.2	1:08.1	1:06.3	1:05.0	100m Freestyle	1:37.3	1:37.3	1:25.1	1:18.7	1:15.3	1:13.5	1:12.0	1:11.3	1:10.8
UCT	55.8	55.8	50.5	47.2	44.0	41.6	39.9	38.7	38.4	50m Breaststroke	55.9	55.9	50.1	47.0	44.6	43.1	41.8	41.1	40.9
UCT	2:04.9	2:04.9	1:47.7	1:38.8	1:32.8	1:27.8	1:24.5	1:22.2	1:20.3	100m Breaststroke	2:06.1	2:06.1	1:47.6	1:39.3	1:33.9	1:30.4	1:28.8	1:28.2	1:27.1
UCT	48.3	48.3	43.0	40.4	38.1	36.2	34.7	33.2	32.6	50m Butterfly	47.8	47.8	43.5	40.5	38.8	37.2	36.4	35.7	35.3
UCT	1:47.7	1:47.7	1:34.1	1:26.2	1:20.8	1:16.8	1:13.6	1:11.4	1:09.9	100m Butterfly	1:46.4	1:46.4	1:35.5	1:26.7	1:22.3	1:19.5	1:18.2	1:17.0	1:16.5
UCT	49.5	49.5	45.2	42.6	40.3	38.3	36.6	35.4	34.6	50m Backstroke	49.6	49.6	45.3	42.6	40.8	39.7	38.6	37.8	37.5
UCT	1:48.0	1:48.0	1:34.9	1:28.0	1:23.1	1:19.0	1:15.5	1:13.6	1:13.2	100m Backstroke	1:50.3	1:50.3	1:35.7	1:28.4	1:24.0	1:22.0	1:20.5	1:19.2	1:18.6
UCT	3:42.8	3:42.8	3:24.0	3:09.3	2:59.3	2:50.9	2:44.8	2:40.4	2:36.9	200m I/M	3:46.3	3:46.3	3:24.2	3:10.0	2:59.1	2:56.2	2:53.0	2:50.5	2:49.0

### Short Course Upper Cut Off Times

	Boys									Event	Girls								
	8	9	10	11	12	13	14	15	16+		8	9	10	11	12	13	14	15	16+
UCT	41.70	41.70	38.00	36.10	34.20	32.60	31.30	30.10	29.30	50m Freestyle	41.80	41.80	38.80	36.40	34.90	33.90	33.00	32.50	32.30
UCT	1:35.60	1:35.60	1:22.10	1:16.40	1:11.80	1:08.60	1:06.50	1:04.70	1:03.40	100m Freestyle	1:35.70	1:35.70	1:23.50	1:17.10	1:13.70	1:11.90	1:10.40	1:09.70	1:09.20
UCT	54.80	54.80	49.50	46.20	43.00	40.60	38.90	37.40	37.10	50m Breaststroke	54.90	54.90	49.10	44.00	43.60	42.10	40.80	40.10	39.90
UCT	2:02.90	2:02.90	1:45.70	1:36.80	1:30.80	1:25.80	1:22.50	1:20.20	1:18.30	100m Breaststroke	2:04.10	2:04.10	1:45.60	1:37.30	1:31.90	1:28.40	1:26.80	1:26.20	1:25.10
UCT	47.60	47.60	42.30	39.70	37.40	35.50	34.00	32.50	31.90	50m Butterfly	47.10	47.10	42.80	39.80	38.10	36.50	35.70	35.00	34.60
UCT	1:46.30	1:46.30	1:32.70	1:24.80	1:19.40	1:15.40	1:12.20	1:10.00	1:08.50	100m Butterfly	1:45.00	1:45.00	1:34.10	1:25.30	1:20.90	1:18.10	1:16.80	1:15.60	1:15.10
UCT	48.90	48.90	44.60	42.00	39.70	37.70	36.00	34.80	34.00	50m Backstroke	49.00	49.00	44.70	42.00	40.20	39.10	38.00	37.20	36.90
UCT	1:46.80	1:46.80	1:33.70	1:26.80	1:21.90	1:17.80	1:13.30	1:12.40	1:11.00	100m Backstroke	1:49.10	1:49.10	1:34.50	1:27.20	1:22.80	1:20.80	1:19.30	1:18.00	1:17.40
UCT	3:39.60	3:39.60	3:20.80	3:06.10	2:56.10	2:47.70	2:41.60	2:37.20	2:33.70	200m I/M	3:43.10	3:43.10	3:21.00	3:06.80	2:57.90	2:53.00	2:49.80	2:47.30	2:45.80

UCT = Upper Cut Off Time. All entry times must be slower than the UCT, **NTs are acceptable**.  
The organisers reserve the right to return entries.