



2014

Handbook

Swimming

WELLINGTON

Website: www.swimwn.co.nz





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Wellington's Swimming and Triathlon Specialists

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Swimming

WELLINGTON

This booklet is to be used as a guide only. The information is as accurate as possible when going to print but may change. Please check with your Club Race Secretary, Wellington website www.swimwn.co.nz or the Operations Manager Operations@swimwn.co.nz for up to date information.

BOARD

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Lynne Keatley
Jim Drummond

Life Members Roger Robins QSM Daphne McLay
Joan Matson Bill Matson ONZM
Jim Drummond Pam Edwards
Lynn Keatley Vivien Morton
Kay Hudson

Office Information

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Swimming
WELLINGTON

CLUB CONTACTS

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N/A

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TYPES OF MEETS

ZONE

The Gold Coast Zone is for the clubs **north of Johnsonville**.

SIGNATURE MEETS

Signature Meets are organised by individual clubs with the templates set by Swimming Wellington to give a good range of events on the meets.

CLUB LEAGUE

Club League is designed as a Club Team competition, not as an individual competition. The aim is to encourage swimmers with lesser experience to swim competitively and to swim for their Club as part of a team. This event takes on a new look this year with changes being advertised shortly.

SELECTED MEETS

Fairbrother Cup, Wairarapa

A competition for swimmers 14years and under between Wellington, Wairarapa and Manawatu who haven't qualified for NAGS. The meet is traditionally held in the Wairarapa.

6 Centre Meet, Manawatu

A competition for all ages between Wairarapa, Manawatu, Wellington, Taranaki, Hawkes Bay and Wanganui.

NATIONAL MEETS

NZ Open Water Championships, Lake Taupo

Qualifying criteria required – please read meet conditions on the SNZ website.

NZ Junior Nationals, Wellington

For swimmers 12 & under. The meet is to be held in Wellington this year as a single venue.

Qualifying criteria apply.

NZ Age Group / Disabled Swimming Championships, Wellington

For 12 & over swimmers who reach the qualifying criteria.

Open Championships, Auckland

For Open swimmers who have reached the qualifying criteria.

Division II Competition, Hamilton

For 13 & Over swimmers who have reached the Division II qualifying criteria but and swims a qualifying time for NZ Age Group or NZ Opens qualifying is eligible to swim that event as well.

SWIMMING CALENDAR 2014

Club events will be shown in the Calendar and is available on the Swimming Wellington website. This calendar is a guide only and may be subject to change.

MEET MINIMUM ENTRY TIMES

WELLINGTON SUMMER CHAMPIONSHIPS

Minimum Entry times

17-20 January 2014

Qualifying period from 18 January 2013 – 10 January 2014

50m Qualifying Times

Male

Female

9/U	10	11	12	13	14	15	16/O	Event	9/U	10	11	12	13	14	15	16/O
Freestyle																
0.45	0.42	0.41	0.37	0.36	0.35	0.34	0.32	50	0.45	0.42	0.41	0.39	0.38	0.37	0.36	0.35
1.43	1.36	1.29	1.25	1.15	1.11	1.10	1.09	100	1.42	1.35	1.29	1.25	1.17	1.16	1.15	1.14
3.12	3.12	3.10	2.58	2.46	2.30	2.28	2.26	200	3.12	3.12	3.10	2.58	2.46	2.40	2.39	2.38
5.45	5.45	5.45	5.40	5.30	5.20	5.15	5.10	400	5.40	5.40	5.40	5.38	5.35	5.25	5.20	5.15
11.20	11.20	11.20	11.20	11.20	10.45	10.40	10.20	800	11.30	11.30	11.30	11.30	11.30	11.25	11.24	11.23
20.50	20.50	20.50	20.50	20.50	20.20	19.50	19.00	1500	21.00	21.00	21.00	21.00	21.00	20.50	20.00	19.50
Backstroke																
0.51	0.48	0.47	0.43	0.42	0.41	0.40	0.39	50	0.51	0.47	0.46	0.45	0.44	0.43	0.42	0.41
1.55	1.48	1.41	1.37	1.26	1.25	1.24	1.23	100	1.55	1.47	1.41	1.37	1.29	1.28	1.27	1.26
3.36	3.36	3.30	3.10	2.58	2.53	2.50	2.49	200	3.36	3.36	3.30	3.15	3.04	2.59	2.56	2.55
Breaststroke																
0.59	0.58	0.54	0.47	0.46	0.45	0.44	0.43	50	0.59	0.58	0.54	0.47	0.46	0.45	0.44	0.43
2.13	2.00	1.52	1.47	1.36	1.35	1.34	1.33	100	2.13	2.00	1.52	1.47	1.39	1.38	1.37	1.36
4.15	4.15	4.12	3.35	3.33	3.14	3.13	3.12	200	4.15	4.15	4.12	3.35	3.33	3.20	3.19	3.18
Butterfly																
0.54	0.52	0.51	0.44	0.43	0.42	0.41	0.39	50	0.53	0.52	0.51	0.44	0.43	0.42	0.41	0.40
2.07	2.01	1.48	1.39	1.27	1.26	1.25	1.22	100	2.05	1.57	1.48	1.39	1.28	1.27	1.26	1.25
3.51	3.51	3.51	3.24	3.18	3.10	3.09	3.08	200	3.51	3.51	3.51	3.24	3.18	3.12	3.11	3.10
Medley																
3.41	3.41	3.35	3.09	3.08	2.54	2.52	2.50	200	3.38	3.38	3.30	3.09	3.08	3.00	2.59	2.58
6.45	6.45	6.45	6.40	6.35	6.25	6.23	6.20	400	6.45	6.45	6.45	6.40	6.38	6.36	6.35	6.30

WELLINGTON

WELLINGTON WINTER CHAMPIONSHIPS

Minimum Entry times

2-3 & 9-10 August 2014

Qualifying Period from 24 August 2013 – 28 July 2014

25m Qualifying Times

Male								Short Course Qualification times								Female			
9/U	10	11	12	13	14	15	16/O	Event	9/U	10	11	12	13	14	15	16/O			
Freestyle																			
0.45	0.43	0.42	0.40	0.35	0.34	0.34	0.33	50	0.45	0.43	0.42	0.40	0.37	0.36	0.35	0.35			
1.43	1.35	1.29	1.25	1.15	1.13	1.12	1.11	100	1.43	1.35	1.29	1.25	1.18	1.17	1.17	1.16			
3.17	3.17	3.02	2.53	2.38	2.34	2.32	2.28	200	3.17	3.17	3.02	2.53	2.44	2.42	2.41	2.39			
6.10	6.10	6.10	6.00	5.35	5.25	5.24	5.24	400	6.10	6.10	6.10	6.00	5.50	5.44	5.42	5.38			
11.20	11.20	11.20	11.20	11.20	10.45	10.45	10.45	800	11.30	11.30	11.30	11.30	11.30	11.25	11.25	11.23			
21.12	21.12	21.12	21.12	21.12	20.40	20.40	20.23	1500	22.00	22.00	22.00	22.00	22.00	21.40	21.40	21.40			
Backstroke																			
0.51	0.50	0.48	0.45	0.40	0.39	0.38	0.37	50	0.51	.50	0.48	0.45	0.42	0.41	0.41	0.40			
1.51	1.47	1.41	1.36	1.24	1.23	1.23	1.21	100	1.51	1.47	1.41	1.36	1.29	1.28	1.28	1.27			
3.35	3.35	3.22	3.10	2.57	2.52	2.50	2.49	200	3.35	3.35	3.24	3.14	3.06	3.01	3.00	2.58			
Breaststroke																			
0.59	0.56	0.52	0.49	0.45	0.44	0.43	0.42	50	0.59	0.56	0.52	0.49	0.46	0.45	0.45	0.44			
2.14	2.00	1.52	1.47	1.36	1.33	1.32	1.31	100	2.14	2.00	1.52	1.47	1.39	1.38	1.38	1.37			
4.09	4.09	3.50	3.38	3.21	3.14	3.12	3.10	200	4.09	4.09	3.48	3.38	3.29	3.28	3.27	3.20			
Butterfly																			
0.54	0.50	0.47	0.44	0.40	0.39	0.39	0.38	50	0.55	0.51	0.47	0.44	0.41	0.40	0.40	0.40			
2.00	1.50	1.43	1.40	1.28	1.25	1.24	1.24	100	2.00	1.53	1.44	1.41	1.35	1.30	1.29	1.28			
3.35	3.35	3.35	3.30	3.08	3.06	3.04	3.03	200	3.40	3.40	3.40	3.35	3.25	3.20	3.20	3.18			
Individual Medley																			
1.56	1.49	1.42	1.38	1.27	1.26	1.26	1.26	100	1.56	1.48	1.42	1.38	1.30	1.29	1.29	1.29			
3.26	3.26	3.26	3.14	3.01	2.56	2.55	2.54	200	3.26	3.26	3.26	3.14	3.07	2.55	2.54	2.53			
7.00	7.00	7.00	6.58	6.31	6.25	6.24	6.18	400	7.00	7.00	7.00	6.58	6.53	6.50	6.47	6.43			

W E L L I N G T O N

Thanks to our sponsors

**NZ Community Trust
Wellington Community Trust
Swim T3, Ricoh
Wellington Regional Aquatics
HTS Group**

CONVERSION TABLES

Obtain your copy of the Swimming New Zealand Competition from this link;
<http://www.swimmingnz.org.nz/competition/swimmers/2013-national-competition-booklet>

CONVERSION TABLES

For the purposes of all National Meets, pools of length 36 2/3 yards will be treated as if they were 33 1/3 meters and pools of 55 yards will be treated as if they were of length 50 meters.

Conversions from 33 1/3 meters or 36 2/3 yards times to 50 meter times

	Freestyle	
100m	add	0.85 seconds
200m		1.70 seconds
400m		3.40 seconds
800m		6.80 seconds
1500m		12.75 seconds
	Backstroke	
100m	add	0.85 seconds
200m		1.70 seconds
	Breaststroke	
100m	add	1.00 seconds
200m		2.00 seconds
	Butterfly	
100m	add	0.70 seconds
200m		1.40 seconds
	Medley	
400m	add	3.40 seconds

Conversion from 55 yards time to 50 meter time.

No conversion – just use same time

Note: That only the preceding conversions may be used for National Meets.

Conversion from 25 meter times to 50 meter times.

	Freestyle	
50m	add	0.85 seconds
100m		1.70 seconds
200m		3.40 seconds
400m		6.80 seconds
800m		13.60 seconds
1500m		25.50 seconds
	Backstroke	
50m	add	0.85 seconds
100m		1.70 seconds
200m		3.40 seconds
	Breaststroke	
50m	add	1.00 seconds
100m		2.00 seconds
200m		4.00 seconds
	Butterfly	
50m	add	0.70 seconds
100m		1.40 seconds
200m		2.80 seconds
	Medley	
200m	add	3.40 seconds
400m		6.80 seconds

GENERAL INFORMATION

CLUBS

REGISTRATIONS

Clubs are required to register all their members annually with Swimming Wellington, who in turn will register those members with Swimming New Zealand. Registrations are paid three times a year to Wellington Swimming. The due dates are listed in the Calendar.

All swimmers competing in carnivals must be current financial members of their swimming club.

Affiliation fees for the 2013/2014 financial year have been set at:

Competitors

Swimming New Zealand	\$50.00
Swimming Wellington	<u>\$35.00</u>
Total	\$85.00

Annual Competitive Swimmer Levy

<u>Per annum and charged to clubs annually</u>	\$5.50
--	--------

This is charged on the previous year's registration numbers.

SNZ Technical & Coaching Fees

Technical Officials – voting	\$15.00
Coaches – voting	<u>\$25.00</u>

Club Fees

1 Off SNZ Club Fee	\$150.00
1 Off Regional Club Fee	<u>\$200.00</u>
<u>Net Club Fee</u>	<u>\$350.00</u>

Registration returns are due as follows;

- All your club members joining up to October 31st are to be included in the first registration return.
- The second round of registrations is for the period November 1st to March 31st,
- and the third round is from April 1 to June 30.

All your Club Members must be registered – these include your competitive swimmers, club swimmers, learn to swim, coaches, administrators, committee members and technical officials.

Swimmers are to be registered as either a Competitor or a Club swimmer (non-competitor) and in the Learn to Swim category.

A Competitor is a swimmer who competes in meets 'outside' the club. This includes Zone meets, Club League, SW meets, interclub meets and National meets. A club swimmer is someone who attends club to improve their swimming and/or swims for fitness, these swimmers may race in interclub meet organised by clubs **in events up to 50m**. A swimmer who is registered as a non-competitor and then starts competing in longer distances or swim in Swim Wellington Championships meet during year must be up-graded at that time.

Swimming Wellington's database is used to make regular checks to see that all swimmers competing are registered. Registration returns are required three times a year. There may be times when a swimmer competes before they have been registered. For example, a swimmer joining a club on September may compete in October and not be included in the club's registration return until January. Clubs will be billed for swimmers who are not registered as competitors and/or are not included in their next registration return.

With the new categories set down by SNZ, Coaches and Technical Officials wishing to vote must be registered as O13 [Technical] or V13 [Coaches]. The following fees apply to these categories; \$15 Technical & \$25 Coaches.

TRANSFERS; any member appearing on the membership list for one club must fill out a transfer form before they move clubs within Wellington. Transfer forms must be signed by all parties and forwarded to the Centre Registrar before a swimmer is deemed to be 'transferred'. This also applies swimmers moving clubs at the start of a new financial year. This is a protection for clubs should a member leave owing money.

SW MEETS – Duty Club Requirements

All participating Clubs are assigned to do Duty in either one or two sessions of Meets run by SW.

The following is a list of positions that Club (on top of the number of timekeepers required) must ensure are filled

- ▶▶ Two Marshals
- ▶▶ One Runner – (NB. Younger children are not suitable for this job)
- ▶▶ One AOD Room Helper
- ▶▶ Three/Four Refreshment people - (NB. Younger children are not suitable for this job)
- ▶▶ One/Three Medal Bearer (if required)

SWIMMERS

Always check the Meet Flyers on your club notice board. They will have the correct details, as this handbook is printed before swim meets are finalized.

MARSHALLING

- It is the responsibility of the swimmer or their Manager or Coach to ensure they report to the Marshal at the required number of heats or events before their race as announced at the swim meet.
- After reporting they must remain in the Marshalling area and follow the instructions of the Marshal who will advise when they should move over to the start area.
- Any misconduct or failure to follow the instructions of the Marshal will be reported to the Referee who may disqualify that swimmer/s.
- Should a swimmer not report to the Marshal for a final or timed final they are automatically disqualified.
- A swimmer who has a lane in a final has until the race is asked to move down to the blocks, i.e. leaving the marshalling area, to claim their position. Once a swimmer has been replaced in these circumstances, the reserve shall stand as the swimmer.
- Parents, Coaches and Managers are **NOT PERMITTED** in the marshaling area.

ELECTRONIC TIMING

- **DO NOT** touch the pads unless you are finishing a race.
- If your time does not register **DO NOT** re touch the pad.
- **DO NOT CLIMB OUT OF THE POOL OVER THE PADS. GO TO THE SIDE OF THE POOL.**
- Official times should be obtained from your Race Secretary after the meet. Times from the timekeepers are unofficial.

OVER THE TOP STARTS

- When you have finished your race move to the left hand side of the lane and face the other end of the pool, for backstroke - move 1m from the wall.
- When the next race has started exit the pool. (At the side for electronic timing).

TRAVELLING AWAY

- Registered competitive swimmers may swim in meets in other districts as long as the entries have been made through your Club.
- International training/competition requires permission from SNZ via Wellington Swimming. (Forms available on website or ask your Club.)

POOL ETIQUETTE & COURTESY

Walk: DO NOT RUN around the poolside.

- Report to your Team Manager on arrival at the pool. It is preferable to sit with your Club/Team, coach and manager. Do not wander away without permission.
- Find out the marshalling area location and listen/watch for your event(s) call up.
- Remain at the marshalling area until instructed to leave.
- Team Managers are the only people who may approach the meet control regarding scratchings, entries, queries, protests, and collection of results from bags.
- When arriving at your lane before the start of your race, report to the Chief Lane Timekeeper (usually sitting on the middle chair).
- Do not walk in front of timekeepers or other officials.
- Do not spit in front of Officials. Do not splash them.
- Observe the '**RULE OF SILENCE**' when the whistle blows prior to the start of a race. If you are walking around the pool, stop and stand still until the race is underway.
- Stay in the water after a race until given the whistle signal to leave the pool.

- When asking for your time remember your manners. Control your emotions and do not use foul language if you are disappointed in your time.
- Cheer on your team mates and friends remembering to keep back from the area needed by the Referees and other Officials who need to walk beside the pool.
- Foul language is not tolerated and you may be reported to the Referee.
- Wear your correct Club Uniform for presentations – do not wear a towel or cap/hat.
- Keep the area where you are sitting clean and put all rubbish in the bins.

CLUB TEAM MANAGERS

- All clubs must appoint a Team Manager for each meet they attend.
- Swimmers should report to their Team Manager when they first arrive, and before they go to their races.
- For National events, all dealings are done through a Wellington Team Manager.
- All Team Managers at Wellington meets must remain for 15 minutes at the end of the session to deal with withdrawals.
- Be the Official contact point for any communication between swimmers and meet officials. Parents and swimmers cannot approach an Official directly.
- Be familiar with both the Swimming Wellington and Swimming New Zealand Rules.
- Ensure your swimmers know when and where to marshal.
- Advise the Recorders of withdrawals at the meet. Under the new rule this is not necessary for heats, but will help the Marshal.
- Have your swimmers and relay teams ready to report to the Marshal when required.
- Notify your swimmers if they are required for a Final.
- Withdraw swimmers from Finals within the correct time frames.

SWIMMING WELLINGTON RULES

WITHDRAWAL RULE

- Withdrawals are required only for **FINALS**.
- Swimmers will be deemed to have withdrawn if they do not report to the Marshal at the appropriate time prior to their heat.
- A swimmer who does not withdraw from their **FINAL** will be liable to a \$30.00 fine.
- Finalists are deemed to include the first two reserves.
- Withdrawals must be into the Recorders Desk within 30 minutes after the completion of the session.
- The Meet Director shall determine the acceptability on all matters where medical reasons or hardship are claimed.

PROTESTS

- Swimmers, coaches and club officials should be aware of their rights to lodge a protest. If in doubt seek advice from the Meet Officials or the Rule Book – (FINA, SNZ and SW).
- The protest can only be lodged by the Team Manager.
- The protest must be made in writing (on an appropriate form) to the Referee within 30 minutes of the incident.
- A protest fee (set at the start of the relevant meet) is to be lodged with the protest. (Refunded if the protest is upheld).
- The protest is to be made before the start of the race if the point being argued is known at that stage.
- All results will be withheld until the result of the protest is settled.
- When the Officials are recognised or appointed by their Association, no protest or appeal shall be allowed from their decision on questions of fouling or placing.

RELAY SELECTION POLICY

- The SW selectors will select and enter provisional relay teams, including swimmers names, for all National Meets.
- The SW Regional Manager may change the team members and/or alter the swimming order after considering meet performances. Those changes may be made in consultation with a SW selector, if one is available.
- Club Managers or Coaches may discuss the makeup of the team with the Regional Manager suggesting changes that may improve the team performances.
- It is the responsibility **Club Managers or Coaches to notify their swimmers of selection and any changes.**
- The decision of the SW Regional Manager will be final.

CRITERIA FOR AWARDS

Rule 32

32.1

LIFE MEMBERSHIP

- (a) Extended outstanding and exceptional service to Swimming Wellington including:
 - (i) Length of service;
 - (ii) Consistency of initiative beyond routine service to a club;
 - (iii) Quality of service over and above routine service to a club;
 - (iv) The conferring of benefits on the sport beyond those accrued by normal performance.
- (b) The Board may nominate to Life membership or an award of Swimming Wellington, any person who in the opinion of the Board has rendered conspicuous service over a long period of time.
- (c) Recommendation for an award must be lodged not later than the last day of June in any year for consideration by the Awards Committee for the next succeeding Annual General Meeting.
- (d) A life member of Swimming Wellington shall not, unless otherwise qualified, have the right to vote on matters before Swimming Wellington, but shall have the right to speak and to move and second motions.

32.2

HONOURS AWARD

- (a) For ten years' service following receipt of a service award, if during that ten years (or such lesser period the Awards Committee thinks fit) the person has continued throughout that period to give outstanding service to the sport.

32.3

SERVICE AWARDS

- (a) President and Secretary after three years in office, whether continuous or interrupted, or any other member of the Board, after three years in office continuously, or five years in office interrupted;
- (b) Delegates, after seven years continuous service or ten years interrupted service;
- (c) Club nominees for outstanding service over a long period;
- (d) Any other person whose special services to Swimming Wellington are considered to merit the award

RULE 33. PRIVATE PECUNIARY ADVANTAGE

33.1

No Member (or person associated with a Member) of Swimming Wellington, shall derive any income, benefit or advantage from Swimming Wellington where they can materially influence the payment of income, benefit or advantage except where that income, benefit or advantage is derived from professional services to SNZ rendered in the course of business charged at no greater than current market rates or interest on money lent at no greater rates than current Market rates.

RULE 34. WINDING UP

34.1

In the event of the disbanding or winding-up of Swimming Wellington, the property of Swimming Wellington shall be realised and the proceeds shall be vested in SNZ as trustee until Swimming Wellington is re-formed when such proceeds shall be returned to Swimming Wellington.

OFFICIALS SUBSIDIES

REG. 5 OFFICIALS SUBSIDIES

- 5.1** As per its Policy Swimming Wellington will consider application for financial assistance from Officials in accordance with its Policy.
- 5.2** To qualify officials must:
- (a) be Members of Swimming Wellington;
 - (b) hold current national qualifications;
 - (c) submit travel and accommodation costs to the Board for approval prior to attending the competition; and
 - (d) officiate at each session of the competition

REG. 6 SWIMMER RECOGNITION/FINANCIAL ASSISTANCE

This policy covers Swimming Wellington recognition and financial assistance for Wellington Region swimmers who are selected for teams in accordance with its Policy.

- 6.1** Swimmers may be entitled to a refund, of all or part of travel and accommodation costs when they represent New Zealand or Wellington at competitions.
- 6.2** Swimmers may be entitled to performance-based payments, both for individual and relay performances, as specified by Swimming Wellington.
- 6.3** For an individual subsidy the best individual swim of the competition is the only one that counts.
- 6.4** For relays, the subsidy applies to regional relay teams only and will be evenly divided among the team members. Swimmers may be entitled to more than one relay subsidy.

SELECTION OF SW TEAMS

REG. 7 SELECTION OF SWIMMING WELLINGTON TEAMS

- 7.1** The Board shall determine the competitions to which it wishes to send swimmers and the level of funding of selected swimmers.
- 7.2** The Selectors shall recommend criteria for the selection of swimmers.
- 7.3** The Selectors shall select swimmers on the basis of selection criteria.
- 7.4** The Board shall select coaches and team managers from applicants.
- 7.5** Selected swimmers may be required to pay a share of costs prior to departure.
- 7.6** Upon application, swimmers must complete a Code of Conduct and Swimmers Medical Information Form.

RECORDS

SWIMMING WELLINGTON Association

REG 8. SW Records

- 8.1** An application supported by an official results sheet must be received by SW within 21 days of the performance
- 8.2** No performance by a Member shall be recognized as a record until the Board has approved the record.
- 8.3** Particulars of any record shall be recorded in the Minutes of the Board.
- 8.4** The Board shall appoint a Records Officer who shall keep a list of records and shall from time to time revise such lists in such manner as the Board shall direct.
- 8.5** Except where electronic timing is used, three separate manual times using electronic watches shall

be recorded by three qualified timekeepers.

8.6 Swimmers will be recognized as joint holders of a record when more than one has the same time.

8.7 SW records shall be:

(a) Short Course Records in 25m pools.

(b) Long Course Records in 50m pools.

(c) Records for each pool shall be the same distance and age groups as set out below with boys and girls separate.

Age	50Fr	100Fr	50Bk	100Bk	50Brst	100Brst	50Fly	100Fly	100IM
U/10	x	x	x	x	x	x	x	x	x
10	x	x	x	x	x	x	x	x	x
11	x	x	x	x	x	x	x	x	x
12	x	x	x	x	x	x	x	x	x
13	x	x	x	x	x	x	x	x	x
14	x	x	x	x	x	x	x	x	x
15	x	x	x	x	x	x	x	x	x
16	x	x	x	x	x	x	x	x	x
17	x	x	x	x	x	x	x	x	x
18	x	x	x	x	x	x	x	x	x
Op	x	x	x	x	x	x	x	x	x

	200Fr	200Bk	200Brst	200Fly	200IM	400Fr	400IM	800Fr	1500Fr
10	x	x	x		x				
11	x	x	x		x				
12	x	x	x	x	x	x	x	x	x
13	x	x	x	x	x	x	x	x	x
14	x	x	x	x	x	x	x	x	x
15	x	x	x	x	x	x	x	x	x
16	x	x	x	x	x	x	x	x	x
17	x	x	x	x	x	x	x	x	x
18	x	x	x	x	x	x	x	x	x
Open	x	x	x	x	x	x	x	x	x

(d) Open records are open to all members.

(e) The age of a swimmer shall be his or her age at the date of the swim.

(f) A record may be taken by a swimmer of a younger age where there is no event listed at that swimmers age.

New Zealand

7. New Zealand Records

7.1 SNZ shall maintain a register of all New Zealand long-course and short-course individual and regional relay records, New Zealand representative long-course and short-course relay records (New Zealand representative teams competing in international competitions) and Visitor's long-course and short-course records.

7.2 New Zealand records will only be accepted when times are recorded by automatic timing or semi-automatic timing in the event of an automatic timing system malfunction and shall be recognized to 100th (one hundredth) of a second. Swimmers will be recognised as joint holders of the record when more than one has the same time.

7.3 The distance for New Zealand individual records and age-group records for males and females shall be:

Long Course & Short Course Open & Age Group Records	50m – Free, Back, Breast, Fly 100m – Free, Back, Breast, Fly 200m – Free, Back, Breast, Fly 400m – Free, Medley 800m – Free 1500m – Free
Long Course & Short Course Open Records Only	4 x 100m Medley 4 x 100m Free 4 x 200m Free
Short Course Open & Age Group Record	100m - Medley

- 7.4** New Zealand age group records will be recognized for males and females in yearly ages as follows:-
12 years and under, 13 years, 14 years, 15 years, 16 years, 17 years, 18 years. Age will be determined as at the date of the swim.
- 7.5** A swimmer may establish a record for an intermediate distance within an individual record distance. The swimmer must successfully complete the entire distance for the record to be accepted.
- 7.6** For regional relay records all swimmers for whom the record is claimed must be current members of the one region.
- 7.7** The first swimmer in a relay event may establish a record for an individual record distance. The individual performance shall not be nullified by any team disqualification for violations after the record is achieved.
- 7.8** An application must be received by SNZ within 21 days of the date of the performance, or within 21 days of a competitor/team returning from overseas. Record certificates shall be issued for all ratified records.



Swimming
WELLINGTON

POLICY – 4
SWIMMER RECOGNITION/FINANCIAL ASSISTANCE POLICY

This policy covers Swimming Wellington recognition and financial assistance for Wellington Region swimmers who are selected for Swimming New Zealand teams.

The policy sets out the amount that can be provided to swimmers selected for SNZ teams at each of the SNZ Pinnacle levels as a travel subsidy or recognition of achievement.

NB: The meets within each Pinnacle level may vary from year to year at the discretion of Swimming Wellington and SNZ.

SNZ Pinnacle Meets	Swimming Wellington Financial Assistance/ Support
Level 1 Meets: International Pinnacle events; Includes; Pan Pacs, FINA Worlds, Commonwealths, Olympic Games AWD Selection Events 900+ Points	\$500 prior to departure and \$500 as a finalist in top 8, upon return NB: Swimming Wellington hold an exemption from the IRD to allow the \$1,000 travel cost subsidy to be paid to Olympians etc. as their teams are usually fully funded.
Level 2 Meets: Senior Development or Youth Target events; Includes; Oceania Junior Pan Pacs World Youth Games Youth Olympics World University Games AWD Selection Events 800+ Points	20% or a maximum of \$1,000 of the confirmed SNZ User Pays component
Level 3 Meets: International Age & Age Group Includes; Pacific School Games Trans Tasman Australian Youth Olympics AWD Selection events 700 + points i.e.	15% or a maximum of \$800 the confirmed SNZ User Pays component

Conditions:

- For Level 2 & 3 meets SW assistance will be paid directly to SNZ.**
- If SW is successful in securing grants or other funding towards the SNZ User Pay component for Level 2 & 3 meets, then SW will pay either the grant or the financial assistance, whichever is the greater. SW may reduce or withdraw financial assistance if funds are not available. In this event SW will advise its members by 31 July, of the financial assistance available in respect of the following calendar year.

Approved: May 15, 2013

Review: May 2014

5. OFFICIAL SUBSIDY POLICY

In accordance with Swimming Wellington Constitution, Regulation 5 Official Subsidies, Swimming Wellington will consider application for financial assistance from Officials of **up to** 50% of travel and accommodation costs. Swimming Wellington requires the following to be submitted with each application for consideration ***prior to departure***.

- Booking confirmation of airfares [if any]
- Booking confirmation of accommodation [if any]; [maximum of \$150 per day]
- Booking confirmation of rental vehicle or other pre-booked land transport [if any]
- Swim Wellington requires a copy of all receipts at the conclusion of the meet

Applications should be submitted to the Operations Manager Operations@swimwn.co.nz for consideration by the Board of Swimming Wellington. Consideration will not be given after the event.

Date: June, 26 2013

Review: May 2014



FINA RULES 2013-2017

SW 4 THE START

SW 4.1 The start in Freestyle, Breaststroke, Butterfly and Individual Medley races shall be with a dive. On the long whistle (SW 2.1.5) from the referee the swimmers shall step onto the starting platform and remain there. On the starter's command «take your marks», they shall immediately take up a starting position with at least one foot at the front of the starting platforms. The position of the hands is not relevant. When all swimmers are stationary, the starter shall give the starting signal.

SW 4.2 The start in Backstroke and Medley Relay races shall be from the water. At the referee's first long whistle (SW 2.1.5), the swimmers shall immediately enter the water. At the Referee's second long whistle the swimmers shall return without undue delay to the starting position (SW 6.1). When all swimmers have assumed their starting positions, the starter shall give the command «take your marks». When all swimmers are stationary, the starter shall give the starting signal.

SW 4.3 In Olympic Games, World Championships and other FINA events the command «Take your marks» shall be in English and the start shall be by multiple loudspeakers, mounted one at each starting platform.

SW 4.4 Any swimmer starting before the starting signal has been given, shall be disqualified. If the starting signal sounds before the disqualification is declared, the race shall continue and the swimmer or swimmers shall be disqualified upon completion of the race. If the disqualification is declared before the starting signal, the signal shall not be given, but the remaining swimmers shall be called back and start again. The Referee repeats the starting procedure beginning with the long whistle (the second one for backstroke) as per SW 2.1.5.

SW 5 FREESTYLE

SW 5.1 Freestyle means that in an event so designated the swimmer may swim any style, except that in individual medley or medley relay events, freestyle means any style other than backstroke, breaststroke or butterfly.

SW 5.2 Some part of the swimmer must touch the wall upon completion of each length and at the finish.

SW 5.3 Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 metres after the start and each turn. By that point, the head must have broken the surface.

SW 6 BACKSTROKE

SW 6.1 Prior to the starting signal, the swimmers shall line up in the water facing the starting end, with both hands holding the starting grips. Standing in or on the gutter or bending the toes over the lip of the gutter is prohibited.

SW 6.2 At the signal for starting and after turning the swimmer shall push off and swim upon his back throughout the race except when executing a turn as set forth in SW 6.4. The normal position on the back can include a roll movement of the body up to, but not including 90 degrees from horizontal. The position of the head is not relevant.

SW 6.3 Some part of the swimmer must break the surface of the water throughout the race. It is permissible for the swimmer to be completely sub-merged during the turn, and for a distance of not more than 15 metres after the start and each turn. By that point the head must have broken the surface.

SW 6.4 When executing the turn there must be a touch of the wall with some part of the swimmer's body in his/her respective lane. During the turn the shoulders may be turned over the vertical to the breast after which an immediate continuous single arm pull or immediate continuous simultaneous double arm pull may be used to initiate the turn. The swimmer must have returned to the position on the back upon leaving the wall.

SW 6.5 Upon the finish of the race the swimmer must touch the wall while on the back in his/her respective lane.

SW 7 BREASTSTROKE

SW 7.1 After the start and after each turn, the swimmer may take one arm stroke completely back to the legs during which the swimmer may be submerged. A single butterfly kick is permitted during the first arm stroke followed by a breaststroke kick.

SW 7.2 From the beginning of the first arm stroke after the start and after each turn, the body shall be on the breast. It is not permitted to roll onto the back at any time except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall. From the start and throughout the race the stroke cycle must be one arm stroke and one leg kick in that order. All movements of the arms shall be simultaneous and on the same horizontal plane without alternating movement.

SW 7.3 The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and each turn.

SW 7.4 During each complete cycle, some part of the swimmer's head must break the surface of the water. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke. All movements of the legs shall be simultaneous and on the same horizontal plane without alternating movement.

SW 7.5 The feet must be turned outwards during the propulsive part of the kick. Alternating movements or downward butterfly kicks are not permitted except as in SW 7.1. Breaking the surface of the water with the feet is allowed unless followed by a downward butterfly kick.

SW 7.6 At each turn and at the finish of the race, the touch shall be made with both hands separated and simultaneously at, above, or below the water level. At the last stroke before the turn and at the finish an arm stroke not followed by a leg kick is permitted. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.

SW 8 BUTTERFLY

SW 8.1 From the beginning of the first arm stroke after the start and each turn, the body shall be kept on the breast. Under water kicking on the side is allowed. It is not permitted to roll onto the back at any time, except at the turn after the touch of the wall where it is permissible to turn in any manner as long as the body is on the breast when leaving the wall.

SW 8.2 Both arms shall be brought forward simultaneously over the water and brought backward simultaneously under the water through-out the race, subject to SW 8.5.

SW 8.3 All up and down movements of the legs must be simultaneous. The legs or the feet need not be on the same level, but they shall not alternate in relation to each other. A breaststroke kicking movement is not permitted.

SW 8.4 At each turn and at the finish of the race, the touch shall be made with both hands separated and simultaneously, at, above or below the water surface.

SW 8.5 At the start and at turns, a swimmer is permitted one or more leg kicks and one arm pull under the water, which must bring him to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 metres after the start and after each turn. By that point, the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish.

SW 9 MEDLEY SWIMMING

SW 9.1 In individual medley events, the swimmer covers the four swimming strokes in the following order: Butterfly, Backstroke, Breaststroke and Freestyle. Each of the strokes must cover one quarter (1/4) of the distance.

SW 9.2 In medley relay events, swimmers will cover the four swimming strokes in the following order: Backstroke, Breaststroke, Butterfly and Freestyle.

SW 9.3 Each section must be finished in accordance with the rule which applies to the stroke concerned.

SW 10 THE RACE

SW 10.1 All individual races must be held as separate gender events.

SW 10.2 A swimmer swimming over the course alone shall cover the whole distance to qualify.

SW 10.3 The swimmer must remain and finish the race in the same lane in which he/she started.

SW 10.4 In all events, a swimmer when turning shall make physical contact with the end of the pool or course. The turn must be made from the wall, and it is not permitted to take a stride or step from the bottom of the pool.

SW 10.5 Standing on the bottom during freestyle events or during the freestyle portion of medley events shall not disqualify a swimmer, but he shall not walk.

SW 10.6 Pulling on the lane rope is not allowed.

SW 10.7 Obstructing another swimmer by swimming across another lane or otherwise interfering shall disqualify the offender. Should the foul be intentional, the referee shall report the matter to the Member promoting the race, and to the Member of the swimmer so offending.

SW 10.8 No swimmer shall be permitted to use or wear any device or swimsuit that may aid his/her speed, buoyancy or endurance during a competition (such as webbed gloves, flippers, fins, power bands, or adhesive substances, etc.). Goggles may be worn. Any kind of tape on the body is not permitted unless approved by FINA Sport Medicine Committee.

SW 10.9 Any swimmer not entered in a race, who enters the water in which an event is being conducted before all swimmers therein have completed the race, shall be disqualified from his next scheduled race in the meet.

SW 10.10 There shall be four swimmers on each relay team. Mixed relays may be swum. Mixed Relays must consist of two (2) Men and two (2) Women. Split times achieved in these events cannot be used for records and/or entry purposes.

SW 10.11 In relay events, the team of a swimmer whose feet lose touch with the starting platform before the preceding team-mate touches the wall shall be disqualified.

SW 10.12 Any relay team shall be disqualified from a race if a team member, other than the swimmer designated to swim that length, enters the water when the race is being conducted, before all swimmers of all teams have finished the race.

SW 10.13 The members of a relay team and their order of competing must be nominated before the race. Any relay team member may compete in a race only once. The composition of a relay team may be changed between the heats and finals of an event, provided that it is made up from the list of swimmers properly entered by a Member for that event. Failure to swim in the order listed will result in disqualification. Substitutions may be made only in the case of a documented medical emergency.

SW 10.14 Any swimmer having finished his race, or his distance in a relay event, must leave the pool as soon as possible without obstructing any other swimmer who has not yet finished his race. Otherwise the swimmer committing the fault, or his relay team, shall be disqualified.

SW 10.15 Should a foul endanger the chance of success of a swimmer, the referee shall have the power to allow him to compete in the next heat or, should the foul occur in a final event or in the last heat, he/she may order it to be re-swum.

SW 10.16 No pace-making shall be permitted, nor may any device be used or plan adopted which has that effect.

For a full set of FINA Rules follow the link below;

http://www.fina.org/H2O/docs/rules/FINAswrules_20132017.pdf

10 COMMANDMENTS FOR SWIMMING PARENTS

BY ROSE SNYDER

1. **Thou shalt not impose your ambitions on thy child.** Remember that swimming is your child's activity. Improvements and progress occur at different rates for each individual. Don't judge your child's progress based on the performance of other athletes and don't push them based on what you think they should be doing. The nice thing about swimming is people can strive to do their personal best and benefit from the process of competitive swimming.
2. **Thou shalt be supportive no matter what.** There is only one question to ask your child after a practice or competition – "Did you have fun?" If meets and practices are not fun, your child should not be forced to participate.
3. **Thou shalt not coach thy child.** You are involved in one of the few youth sports programs that offer professional coaching, do not undermine the professional coach by trying to coach your child on the side. Your job is to provide unconditional love and support and a safe place to return to at the end of the day. Love and hug your child no matter what. Tell them how proud of them you are. The coach is responsible for the technical part of the job. You should not offer advice on technique or race strategy or any other area that is not yours. And above all, never pay your child for a performance. This will only serve to confuse your child concerning the reasons to strive for excellence and weaken the swimmer/ coach bond.
4. **Thou shalt only have positive things to say at a swimming meet.** If you are going to show up at a swimming meet, you should be encouraging, but never criticize your child or the coach. Both of them know when mistakes have been made. Remember "yelling at" is not the same as "cheering for". You also may want to consider being positive anytime you are around the pool.
5. **Thou shalt acknowledge their child's fears.** A first swimming meet, 400 free or 200IM can be a stressful situation. It is totally appropriate for your child to be scared. Don't yell or belittle, just assure your child that the coach would not have suggested the event if your child was not ready to compete in it. Remember your job is to **LOVE and SUPPORT** your child through all of the swimming experience, Most of their fears are one's you have given them.
6. **Thou shalt not criticize the officials.** If you do not care to devote the time or do not have the desire to volunteer as an official, don't criticize those who are doing the best they can. You too can be trained to be an official in an afternoon.
7. **Honor they child's coach.** The bond between coach and swimmer is a special one, and one that contributes to your child's success as well as fun. Do not criticize the coach in the presences of your child; it will only serve to hurt your child's swimming.
8. **Thou shalt be loyal and supportive of thy team.** It is not wise for parents to take their swimmers and too jump from team to team. The water isn't necessarily bluer in another team's pool. Every team has its own internal problems, even teams that build champions. Children who switch from team to team are often ostracized for a long, long time by their teammates they leave behind and are slowly received by new teammates. Often time's swimmers who do switch teams never do better than they did before they sought the bluer water.
9. **Thy child shalt have goals besides winning.** Most successful swimmers are those who have learned to focus on the process and not the outcome. Giving an honest effort regardless of the outcome is much more important than winning. One Olympian said "My goal was to set a world record. Well, I did that, but some else did it too, just a little faster than I did. I achieved my goal and I lost. Does that make me a failure? No, in fact I am very proud of that swim" What a tremendous outlook to carry on through life.
10. **Thou shalt not expect they child to become an Olympian.** Swimming is much more than just the Olympics. As your coaches why they coach. Chances are they were not an Olympian, but still got so much out of swimming that they wanted to pass the love for the sport on to others. Swimming teaches self-discipline and sportsmanship: it builds self-esteem and fitness; provides lifelong friendships and much more. Most Olympians will tell you that these intangibles far outweigh any medal they may have won. Swimming builds good people, like you want your child to be and you should be happy your child wants to participate.

CONTACT NUMBERS FOR REGIONAL POOLS

Pool Name	Distance	Address	Phone Number
Cannons Creek	25m	Bedford Street, Porirua	237 7944
H2O Xtreme	25m	Cnr Brown & Blenheim Sts, Upper Hutt	527 2113
Huia Pool	25m	Huia Place, Lower Hutt	570 6655
Karori Pool	25m	22 Donald Street, Karori	476 5400
Naenae Pool	25/50m	Everest Avenue, Naenae	567 5043
Coastland Aquatic Centre	25m	Brett Ambler Way, Paraparaumu	296 4787
Stokes Valley Pool	25m	Bowers Street, Stokes Valley	562 9030
Tawa Pool	25m	Davies Street, Tawa	232 7041
Wainuiomata Pool	50m	Moohan Street, Wainuiomata	564 8780
Wgtn Regional Aquatic	25/50m	Kilbirnie Crescent, Kilbirnie	387 8029
Splash Centre, Wanganui	25m	Springvale Park, Wanganui	06 349 0113
Genesis Energy Recre Centre	25m	Dixon Street, Masterton	06 370 0060

CLUB

COLOURS

ABBREVIATION

Aquajets Swimming Club	Jade/White/Navy	AQA
Breakers Swim Club	Black, Blue, Silver & White	BRK
Capital Swim Club	Electric Blue & Fluoro Yellow	CAP
Carterton Swimming Club	Maroon/White	CTN
Featherston Swimming Club	Blue/White	FST
Greytown Swimming Club	Black/Red/Yellow	GRT
Hataitai Swimming Club	Blue and White	HAT
Hutt Swimming Club	Red and White	HUT
Kapiti Swimming Club	Jade Green, Navy and White	KAP
Karori Pirates Swimming Club	Black, White and Red	KRI
Maranui Swimming Club	Red, White and Blue	MAR
Masterton Swimming Club	Green and White	MAS
Porirua City Aquatics	Turquoise, Orange and Black	PCA
Raumati Swimming Club	Red, White and Blue	RAU
SwimZone Racing	Blue, Green, Red and White	SCA
Tawa Swimming Club	Red, Blue and Gold	TWA
Tornadoes Swim Club	Orange, Black & Purple	TOD
Upper Hutt Swimming Club	Royal Blue and White	UHT
Wanganui Swim Club	Blue and Orange	WSC

“ Fear should never hold us back from pursuing our goals”

SWIMMING WELLINGTON ASSOCIATION - OFFICIALS PATHWAY

All swim meets require officials.

These are:

Time keeper, inspector of turns (IOT) Starters, Judge of Stroke, Referees and a Meet Recorder. Training is available through the Club Coordinators and the Wellington Officials Coordinator

Follow this link to SNZ website for 'Guide for Technical Officials'

<http://www.swimmingnz.org.nz/events/technical-officials>

COACHING PATHWAYS

See SNZ Website www.swimmingnz.org.nz



Swimming Wellington Team Management - Swimming Meets 2014 (Coaches and Management)

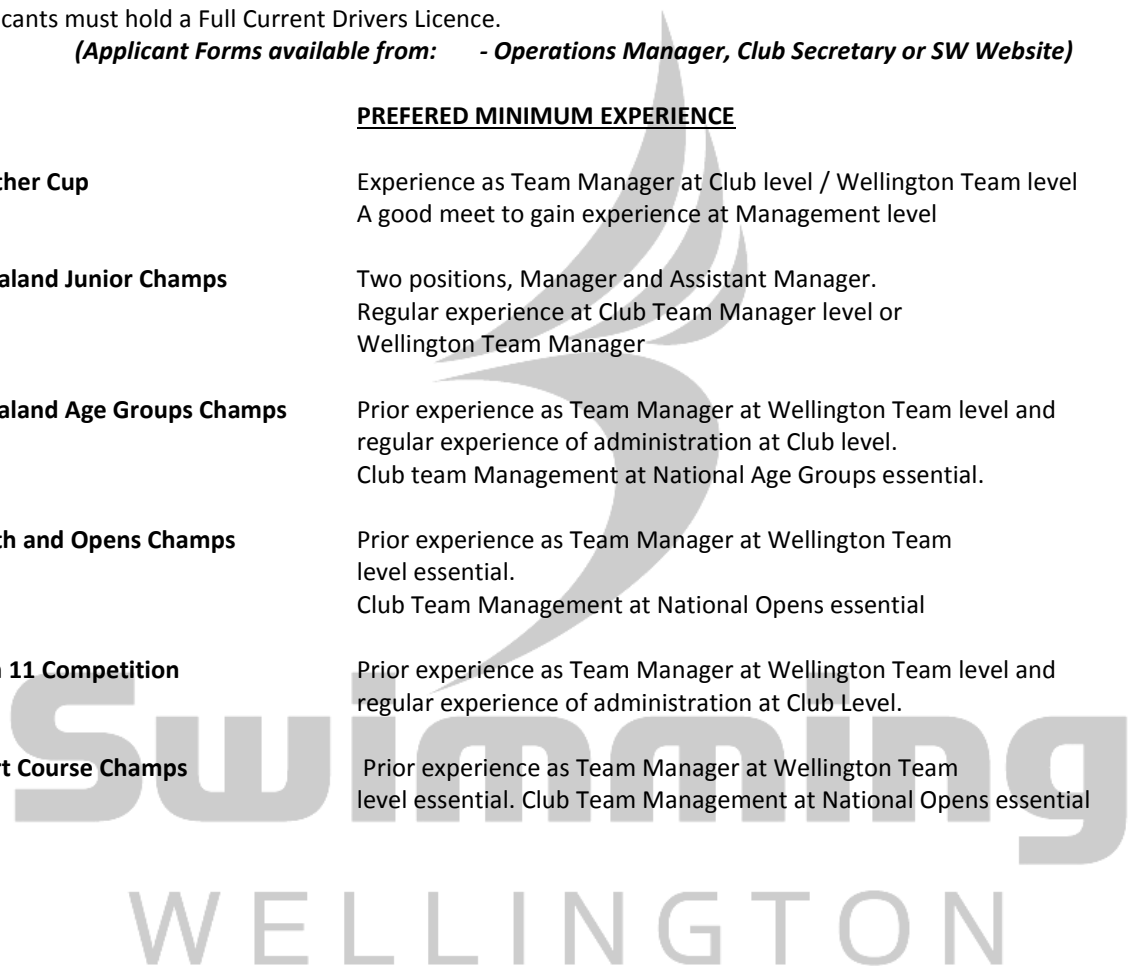
Applicants are sought for the following management positions for away trips.

To assist, I outline the following preferred minimum experience guidelines. We are seeking team management committed to providing our elite swimmers with a 'positive team' atmosphere to allow each individual to reach their peak potential performance. The Team Manager / Coach will create an environment where they, the Club Team Managers (where applicable), the coaches and swimmers work together for the benefit of swimmers, clubs and our Centre.

All applicants must hold a Full Current Drivers Licence.

(Applicant Forms available from: - Operations Manager, Club Secretary or SW Website)









<u>MEET</u>	<u>PREFERED MINIMUM EXPERIENCE</u>
Fairbrother Cup	Experience as Team Manager at Club level / Wellington Team level A good meet to gain experience at Management level
New Zealand Junior Champs	Two positions, Manager and Assistant Manager. Regular experience at Club Team Manager level or Wellington Team Manager
New Zealand Age Groups Champs	Prior experience as Team Manager at Wellington Team level and regular experience of administration at Club level. Club team Management at National Age Groups essential.
NZ Youth and Opens Champs	Prior experience as Team Manager at Wellington Team level essential. Club Team Management at National Opens essential
Division 11 Competition	Prior experience as Team Manager at Wellington Team level and regular experience of administration at Club Level.
NZ Short Course Champs	Prior experience as Team Manager at Wellington Team level essential. Club Team Management at National Opens essential



TEAM MANAGEMENT

Your Club Team Manager is a VERY IMPORTANT PERSON. Before a Club Manager is appointed make sure that she/he understands the duties of a Team Manager and has a good knowledge and understanding of the current Regional and New Zealand rules.

Team Managers should have the following equipment with them at poolside:

-  A First Aid Kit – well stocked
-  Pens
-  Paper
-  Full copy of the Team, their phone numbers and addresses
-  Full list of all swimmers entries with proof of times
-  Copy of the latest Regional and New Zealand Records (up-to-date records are available on websites)
-  Copy of the Meet flyer and conditions
-  Relevant forms: scratching, protest, records, relay forms

When swimmers enter meets they need to know who their Team Manager is before they get to the meet. If they have to scratch from a race they will be able to notify the Manager before she/he gets to or leaves the pool. The Manager must have a full copy of the Club entries.

The Manager should arrive at the pool at least 15minutes before the start of warm-up, when the doors open. The Manager must check the programme to see all the swimmers in the team are listed correctly.

The Manager must carry proof of the proper entries. The Team Manager must undertake any other duties on the day, as it is a full time job. Swimmers should be assembled as a team unit and should be ready to report to the start as required. The Manager should encourage other swimmers to cheer on their team mates.

The Manager must ensure the swimmers report to the dais for presentations and are properly clad in the required uniform (no towels).

Every attempt should be made by the Manager to observe all races and if any swimmer is penalised or disqualified.

A protest should be lodged in writing with the Referee within 30 minutes of the occurrence and must be accompanied by payment of a deposit of \$50.00.

The Club Team Manager is responsible for the discipline of the Team.

The Wellington Team Manager is the only person who may approach the Recorders table regarding scratching's, entries, queries or protests.




Give the Team Manager all the support she/he deserves and train your swimmers to be helpful and respectful.

REMEMBER

Foul language is not tolerated and you may be reported to the Referee if you use this type of language.

When arriving at your lane, report to the Chief Lane Timekeeper. Give your name and lane number.

When asking for your time remember your MANNERS. Learn to control your emotions and do not use foul language if you are disappointed in your time.

-  **DO NOT SPIT** in front of Officials.
-  **DO NOT** deliberately splash Officials.
-  **DO NOT WALK** in front of Timekeepers or other Officials

When called to the dais for presentations, proceed quickly, wearing the correct uniform. Do not wear a towel.

Spectators should walk behind Officials when moving around the poolside and observe the 'RULE OF SILENCE' when the whistle blows prior to the start of a race.

COMPETITIVE SWIMMER COMPETITION CHECKLIST

- 🏊🏊🏊🏊 When travelling make as few changes as possible in both your daily/ weekly schedule and lifestyles. Avoid contact with people with cold, sickness etc. Or negative people. Surround yourself with positive vibes.
- 🏊🏊🏊🏊 Pack your swim training equipment on top of all other clothes for easy access so that you can get them quickly. Travel light – take only what is needed to look professional but comfortable and to swim fast. Ensure you have your competition necessities with you in your hand luggage [goggles, togs, cap].
- 🏊🏊🏊🏊 Have a medical check-up and blood profile at beginning of taper.
- 🏊🏊🏊🏊 Only shave for major meets/selection trials [do not shave during last five weeks until just before your event – applied to both males and females].
- 🏊🏊🏊🏊 Have spares of all competition swim wear [caps, goggles, togs etc].
- 🏊🏊🏊🏊 Have a minimum of two drink bottles plus post competition snack ready for each day. Keep your drink bottle clean and do not allow anyone to use yours or you use anyone else's.
- 🏊🏊🏊🏊 Always increase your vitamin intake slightly/temporarily prior to major meets, [commencement of taper], travel, change in training emphasis [decrease or increase], change in climate etc.
- 🏊🏊🏊🏊 Alarm clock [install new batteries]. A battery one is not subject to power failures or different supply.
- 🏊🏊🏊🏊 Keep your sleeping habits the same as you would at home, especially if you are staying in a hotel/motel where you will not want to be distracted by your team/roommates or constant television and other noise.
- 🏊🏊🏊🏊 Own individual pillow [as there are many kinds available]. This one item determines the quality of your rest and sleep and it can also avoid any allergies to different contents of pillows.
- 🏊🏊🏊🏊 Ear plugs – be accustomed to sleep with these just in case of a noisy roommate or noisy neighbours/ environment.
- 🏊🏊🏊🏊 Check out the following website for details on drug free sport. www.drugfreesport.org.nz

“FOOD FOR THOUGHT “

The sport of swimming is not just about coaches and swimmers achieving goals, it is also about the huge team of dedicated volunteers, officials and administrators, working behind the scenes.

These people should be admired and appreciated for their efforts.

You just have to look around poolside at the amount of volunteers it takes to make swimming a successful sport, a large percentage of these Volunteers also have no swimmers currently in the water, but still have dedicated their time for others.

So next time before you criticise or disrespect one of these valuable volunteers, take a minute to think?

“What would this sport be like if it wasn’t for these dedicated people”,

There would not be any competitive swimming, only training sessions!

PERSONAL BESTS

Update your PB's regularly; do them in pencil and remember to write down the date you did them.

Short Course PB	Stroke	Distance	Long Course PB
	Free	50	
		100	
		200	
		400	
		800	
		1500	
	Back	50	
		100	
		200	
	Breast	50	
		100	
		200	
	Fly	50	
		100	
		200	
	IM	100	
		200	
		400	

Short Course PB	Stroke	Distance	Long Course PB
	Free	50	
		100	
		200	
		400	
		800	
		1500	
	Back	50	
		100	
		200	
	Breast	50	
		100	
		200	
	Fly	50	
		100	
		200	
	IM	100	
		200	
		400	

Swimming
WELLINGTON

Short Course PB	Stroke	Distance	Long Course PB
	Free	50	
		100	
		200	
		400	
		800	
		1500	
	Back	50	
		100	
		200	
	Breast	50	
		100	
		200	
	Fly	50	
		100	
		200	
	IM	100	
		200	
		400	

Swimming
WELLINGTON



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