



**Scottish
Swimming**



#ScotNSC18

2018 Scottish National Short Course Open Swimming Championships

(Under FINA Rules/Scottish Swimming Regulations)

**Royal Commonwealth Pool,
Dalkeith Road, Edinburgh, EH16 5BB
7th — 9th December 2018**

Licence No: L1/588/SS/DEC18



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VENUE DETAILS, SESSION TIMES, EVENTS & ELIGIBILITY INFORMATION

Venue: Royal Commonwealth Pool, Edinburgh, EH16 5BB Tel: 0131 667 7211
Pool: 8 Lane, 25 metre pool with full Electronic Timing / 6 Lane, 25 metre swim down pool
Meet Promoters: SASA National Swimming Committee

Session Times:

Date:	Session:	Warm Up:	Start:	NB. Session times may be adjusted when all entries have been processed. Any new session times will be notified when the draft programme is issued.
Thursday 6 th December	Open Training from 16.00 until 20.00			
Friday 7 th December	Session 1 – Heats	07.45	09.00	
	Session 2 – Heats	12.20	13.20	
	Session 3 – Finals	16.30	17.30	
Saturday 8 th December	Session 4 – Heats	07.45	09.00	
	Session 5 – Heats	12.20	13.20	
	Session 6 – Finals	16.30	17.30	
Saturday 9 th December	Session 7 – Heats	07.45	09.00	
	Session 8 – Heats	12.00	13.00	
	Session 9 – Finals	16.30	17.30	

Events:

Individual Events	50m Freestyle, Backstroke, Butterfly, Breaststroke 100m Freestyle, Backstroke, Butterfly, Breaststroke 200m Freestyle, Backstroke, Butterfly, Breaststroke 400m Freestyle 100m, 200m and 400m Individual Medley 800m (Women) and 1500m Freestyle (Men)	Heats and B & A Finals Heats and B & A Finals Heats and B & A Finals Heats and B & A Finals Heats and B & A Finals Heat Declared Winner
Relay Events	4 x 50m Freestyle Team 4 x 50m Medley Team 4 x 100m Freestyle Team	Heat Declared Winner Heat Declared Winner Heat Declared Winner

Please Note - The five fastest heats of all events with finals will be swum in the morning. Further heats of these same events will be swum in the afternoon sessions. The finalists will therefore not be announced and final results for the heats posted until the final heat of each afternoon event has been completed. Provisional finalists based on the morning heats only will be announced but this does not guarantee a place in the final.

Eligibility to Compete

- All competitors must be registered with their National Federation to be eligible to compete (FINA Rule GR 1.1).
- To compete for a Scottish Club or Team at National Open Championships, competitors must be registered with the Scottish Amateur Swimming Association and must have paid their current registration fee.
- A swimmer can only compete for one Club/Team during the Championships. Scottish Club/team members must be eligible to swim for their Club/Team in accordance with Company Rule R5.1. Any swimmer entering a Scottish Championships as 'unattached' cannot compete for a Club/Team in relay events.
- Swimmers with Scottish eligibility training outside Scotland and wishing to be considered for National Selection must be registered with Scottish Swimming (C3.5.1).

National Eligibility – Scottish Swimming Company Rule R4.5.3

R4.5.3 - A competitor selected to represent Scotland must be a registered member of SASA as per SASA Constitution C3.3 or C.3.5.1. and must be either:

- A native of Scotland, **or**
- A person with a Scottish mother or father, **or**
- Satisfy either of the following residential criteria:
 - I. For the Commonwealth Games -
In line with current Commonwealth Games Federation Regulations or Guidelines (see Commonwealth Games Swimming selection policy for details).
 - II. For all other Meets -
A person who has been resident in Scotland for a minimum of twelve months prior to the first day of competition.

SCHEDULE OF EVENTS

Friday 7 th December	Saturday 8 th December	Sunday 9 th December
SESSION 1 – MORNING Warm Up 07:45 Start 09:00	SESSION 4 – MORNING Warm Up 07:45 Start 09:00	SESSION 7 – MORNING Warm Up 07:45 Start 09:00
Mens 50m Freestyle Womens 100m Breaststroke Mens 200m Backstroke Womens 200m I.M. Mens 100m Butterfly Womens 50m Backstroke Mens 50m Breaststroke Womens 200m Butterfly Mens 400m Freestyle Womens 100m Freestyle Mens 100m I.M. Womens 800m Freestyle (slower heats)	Womens 50m Freestyle Mens 100m Breaststroke Womens 200 Backstroke Mens 200m I.M. Womens 100m Butterfly Mens 50m Backstroke Womens 50m Breaststroke Mens 200m Butterfly Womens 400m Freestyle Mens 100m Freestyle Womens 100m I.M. Mens 1500m Freestyle (slower heats)	Womens 400m I.M. Mens 400m I.M. Womens 50m Butterfly Mens 50m Butterfly Womens 200m Freestyle Mens 200m Freestyle Womens 100m Backstroke Mens 100m Backstroke Womens 200m Breaststroke Mens 200m Breaststroke
SESSION 2 – AFTERNOON Warm Up 12:20 Start 13:20	SESSION 5 – AFTERNOON Warm Up 12:20 Start 13:20	SESSION 8 – AFTERNOON Warm up 12:00 Start 13:00
Mens 50m Freestyle Womens 100m Breaststroke Mens 200m Backstroke Womens 200m I.M. Mens 100m Butterfly Womens 50m Backstroke Mens 50m Breaststroke Womens 200m Butterfly Mens 400m Freestyle Womens 100m Freestyle Mens 100m I.M.	Womens 50m Freestyle Mens 100m Breaststroke Womens 200 Backstroke Mens 200m I.M. Womens 100m Butterfly Mens 50m Backstroke Womens 50m Breaststroke Mens 200m Butterfly Womens 400m Freestyle Mens 100m Freestyle Womens 100m I.M.	Womens 400m I.M. Mens 400m I.M. Womens 50m Butterfly Mens 50m Butterfly Womens 200m Freestyle Mens 200m Freestyle Womens 100m Backstroke Mens 100m Backstroke Womens 200m Breaststroke Mens 200m Breaststroke
SESSION 3 – EVENING Warm Up 16:30 Start 17:30	SESSION 6 – EVENING Warm Up 16:30 Start 17:30	SESSION 9 – EVENING Warm Up 16:30 Start 17:30
Womens 800m Freestyle (Fastest Heat) ‘B’ & ‘A’ Finals of above Events Womens 4 x 50m Medley Relay Mens 4 x 50m Medley Relay	Mens 1500m Freestyle (Fastest Heat) ‘B’ & ‘A’ Finals of above Events Mens 4 x 50m Freestyle Relay Womens 4 x 50m Freestyle Relay	‘B’ & ‘A’ Finals of above Events Womens 4 x 100m Freestyle Relay Mens 4 x 100m Freestyle Relay

CONSIDERATION TIMES

FEMALE		MALE
OPEN	EVENT	OPEN
0:28.09	50m Freestyle	0:25.40
1:00.65	100m Freestyle	0:54.98
2:13.04	200m Freestyle	2:01.66
4:42.06	400m Freestyle	4:23.86
9:36.10	800m Freestyle	
	1500m Freestyle	17:18.90
0:36.58	50m Breaststroke	0:32.35
1:20.04	100m Breaststroke	1:11.00
2:52.14	200m Breaststroke	2:37.30
0:32.48	50m Backstroke	0:30.00
1:09.19	100m Backstroke	1:04.50
2:28.80	200m Backstroke	2:18.80
0:30.73	50m Butterfly	0:28.00
1:08.30	100m Butterfly	1:02.20
2:38.80	200m Butterfly	2:23.30
1:11.26 *	100m Individual Medley	1:04.45 *
2:30.91	200m Individual Medley	2:19.38
5:23.10	400m Individual Medley	5:01.16
1:55.48	4 x 50m Freestyle Relay	1:43.30
4:15.94	4 x 100m Freestyle Relay	3:53.18
2:05.36	4 x 50m Medley Relay	1:54.15

Notes:

Competitors must enter times achieved in accredited competitions held in the 12 months prior to the event closing date (since 14th November 2017) and either be 25 metre pool times, or conversions to 25 metre pool times. Official Conversion Tables: Hy-tec standard conversion, or Swim England conversion tables may be used.

A proof of entry times report is required in line with SW2.1.2.5. Random checks on entry times will be carried out prior to and during the event. Any swimmer submitting an unaccredited entry time will automatically be withdrawn from all entered events and will forfeit all entry fees.

*For the 100m Individual Medley only, entry times must be equal to or faster than the consideration time listed above but need not be accredited provided that the swimmer has also entered the 200m Individual Medley with a verifiable accredited time. Any swimmer entering the 100m Individual Medley but not the 200m Individual Medley must submit a verifiable entry time as detailed above.

Relay entries should be populated (swimmers names and times) with individual accredited times for each relay team member and reserves. The submitted relay entry time should be the sum of the accredited times for each provisional team member and be equal to or faster than the consideration time detailed above. The organisers reserve the right to restrict entries to ensure a good standard of competition.

ENTRIES INFORMATION

Making Entries

Entries will be by computer files, which are downloadable from **Swimscotland from Friday 28th September 2018**. The closing date for receipt of entries is **14.00 on Wednesday 14th November 2018**. The entry files must be emailed to nationals@scottishswimming.com. Only official files are acceptable.

Please complete the Application Summary Sheet and payment online by Wednesday 14th November 2018, this can be found by clicking [here](#).

Payment

Payment can be made by the following options:-

- Cheque made payable to 'SASA' Ltd
- Card payment made by contacting Scottish Swimming Office
- BACS: Please use Ref 6012_Club The Royal Bank of Scotland, Sort Code: 832709, Account No:00292938

Individual Events: £9.50

Relays: £20.00

No entries will be accepted without the correct fee, or with the Entry Files incorrectly completed. Entry fees will not be refunded for any times submitted out-with the consideration time. No refunds will be given after the programme has been finalised.

Team Entries

For this meet, clubs may enter two (2) Male & (2) Female teams. Please specify whether the teams are senior or junior teams.

For those who are not swimming in individual events, please submit names and times on the Hytek entry file (this is to ensure that you are issued with the required number of swimmer passes and to ensure a more streamlined process on the day). Swimmers not included on the entry file risk not having their entry processed due to time restraints.

Please note: Relays will be restricted to three heats per relay event. Teams will be selected on a time basis, whether they are A or B teams.

Team Lines and Changes to Relay Teams

Team lines for all days should be lodged **no later than 12 Noon on the day of the event.**

Changes can be made up to 1 hour prior to the start of the appropriate session on relay team line forms at the recorders desk. No change to swim order or swimmers shall be permitted after that time except in the event of a medical emergency.

Entry Files

- Entry files can be found on the SwimScotland website for download only:- <http://www.swimscotland.co.uk/>
- Entries should be sent to: nationals@scottishswimming.com
- The subject line **MUST** be **Short Course Open Championships - Club Code**
- Please ensure that you request a read receipt if you wish confirmation of entries being received.
- The summary sheet and proof of entry time report should be returned with the entry file.
- Link to Hy-Tek website for Team Manager Lite, should you not have a copy of Team Manager <http://www.hy-tek.com/downloads.html> Select Team Manager, then Lite

Website Information

- As soon as possible after closing date, an entry list will be posted on the website for clubs to check <http://www.swimscotland.co.uk/> (there will be a time limit on returns)
- The entry list will show a list of your entries only. This is not a definitive acceptance of swims but to allow any mistakes to be rectified
- Any queries from the entry list should be directed to nationals@scottishswimming.com
- A draft programme will then be posted on the SwimScotland <http://www.swimscotland.co.uk/> and Scottish Swimming <http://www.scottishswimming.com/compete/swimming/national-events.aspx> websites. This will show acceptances, reserves and oversubscribed entries, if any

Heats

Any withdrawals (including reserves) prior to the first day of the Championships should be notified to shortcoursewithdrawals@gmail.com. Withdrawals for Session 1 must be notified no later than 18.00 on Thursday, 6th December 2018. Withdrawals for subsequent morning sessions not previously notified must be lodged at the Recorders Desk no later than 18.00 on the day prior to the event and for afternoon sessions by 10.00 on the day of the event. Swimmers failing to comply with the above (except in the case of a genuine illness or proven emergency) will be liable to a £10 fine for each inappropriate withdrawal.

Please Note – for Heats ‘Over the Top Starts’ will be used where appropriate.

Finals

It is the responsibility of the Swimmers/ Coaches/Team Managers/Chaperones to check whether a swimmer has made the finals or named as a reserve. Should you wish to withdraw from a Final (including reserves) you must inform the Recorders in writing on the form provided within 30 minutes of Finalists Lists having been published or announced.

Any competitor withdrawing from a final in such a manner as to prevent a reserve taking part (except in the case of a genuine illness or proven emergency) shall be suspended immediately from all further events at the Championships. Where a reserve is brought in at short notice, the reserve shall occupy the vacant lane - there will be no re-seeding.

Please note: Any late withdrawals from Heats or Finals on medical grounds should be discussed with the Meet Director prior to submission to the Recorders.

Swimmers Passes

All swimmers participating in the Championships will be issued with a pass which will allow them access to the changing village, designated seating areas and poolside (swimmers are not required to submit photographs). Within the venue swimmers **must wear** their accreditation pass and have it visible at all times.

Swimwear

British Swimming and ASA advise that FINA BL8.1 only applies to Olympic Games and FINA events. A suit check will only be made if a World or European record is claimed. There is no requirement for officials to check that costumes are on the approved FINA list. Bylaws BL 8.2 and BL 8.3 cover our requirement for design and material.

SW8.0 Scottish Swimming Rules

SW8.8 Swimwear Policy

SW8.8.1. For events held under the direct jurisdiction and control of Scottish Swimming the Scottish Swimming “Swimwear Policy” shall also apply. This policy is included in full in Appendix 1 of these regulations.

AWARDS & PRESENTATIONS

Open Events (including relays)

Scottish Open Champion	1st, 2nd and 3rd
Scottish National Champion	1st (provided the individual is not also the Open Champion)
Scottish Junior Champion	1st (aged under 17 as at 31st December 2018)

The Scottish National Champion and Scottish Junior Champion must be registered with Scottish Swimming and must be:

- A native of Scotland, **or**
- A person with a Scottish mother or father, **or**
- Satisfy the residential criteria for the Commonwealth Games in line with current Commonwealth Games Federation Regulations or Guidelines (see Commonwealth Games Swimming Selection policy for details).

A junior relay team shall consist of 4 swimmers who will be aged under 17 years on 31st December 2018

Special Awards

The following Trophies will be awarded:

- **Alistair Sankey Memorial Trophy** - Best combined performance in the senior men's 100m and 200m Butterfly Championships using FINA points. Restricted to swimmers based in Scotland or eligible to swim for Scotland.
- **Paisley 500** - Best overall performance by a male or female as determined by points calculated as below for individual events.

1 st .	20 points
2 nd .	18 points
3 rd .	16 points
4 th -16 th .	13 points down to 1 point.
- **Citrus Trophies** - Best performance by a junior male and female as determined by FINA points.
- **Aberdeen 200** - Best single performance for male and female as determined by FINA points.
- **Best Team Cup** – Most points earned by a Scottish Club/Team in the Open competition. Points will be calculated as follows for all eligible individual events:

1 st .	20 points
2 nd .	18 points
3 rd .	16 points
4 th -16 th .	13 points down to 1 point.

The first eight relay teams will score points as follows:

1 st .	20 points
2 nd .	18 points
3 rd .	16 points
4 th -8 th .	13 points down to 9 points

Spot Prizes - Will be awarded to swimmers from the afternoon sessions. Further information will be given in the Club Information Pack. These prizes will not be presented on poolside but can be picked up at the Information Desk at Front of House

Presentations - Swimmers must report to the Presentation Marshall immediately upon completing their race and collecting their dry clothes from the holding area. Appropriate clothing must be worn for the presentations. It is the responsibility of the Coach/Team Manager to ensure that medallists or a deputy be available for presentation as per the presentation schedule, a copy of which will be included in your Club Information Pack and posted around the pool.

Failure of a swimmer or deputy to attend the appropriate presentation will result in the swimmer forfeiting his/her medal.

Training Prior to Championships

The Royal Commonwealth Pool will be available for open training from 16.00 until 20.00 on Thursday 6th December 2018.

Team Staff Meals

You can purchase meal passes at a cost of £18.00 per person per day which entitles you to a light lunch after the morning session and a two course meal between the afternoon and evening session. Please click [here](#) to submit this information along with your entry details.

Poolside Pass Information/ Accreditation

Coaches/Team Managers/Chaperones who are not in possession of an annual pass may purchase a Full Meet or Day Pass for the Championship, the fee for which is:

Full Meet £25.00 (3 day access)

Day Pass £10.00 (Access is only granted on the day the pass has been purchased)

Lost/replacement passes will be charged a fee of £10.00 for the issue of a temporary pass.

A pass is required for any coach/chaperone/team manager wishing to be poolside, and entitles you to entry for the whole of the Meet, poolside access, start & result sheets, complimentary tea, coffee and soft drinks in the specified area. Without a valid pass any coach/chaperone/team manager will NOT be permitted on poolside.

All passes must be worn by all team personnel and made visible at all times. Passes will be available for collection from the Coaches Information Desk on or after the first day of the Championships.

Applying for a Pass

- All applications have to be submitted online, full guidelines can be found here:-
<https://www.scottishswimming.com/compete/swimming/national-events/scottishnationals.aspx>
- **Please Note: All chaperone/team manager passes must be confirmed by the Head Club/Team coach as detailed on the online application form**
- All applicants MUST be Disclosure Scotland/PVG/CRB checked through either: Scottish Swimming/ASA/WASA. It is the responsibility of the Club/Coach to ensure that, if they require their swimmers to have coach/chaperone representation on the poolside, their application is made in good time and that the relevant PVG/Criminal Records Bureau(CRB)/Disclosure & Barring Service(DBS) forms have been completed and sent to the Scottish Swimming/ASA/WASA office(s)
- Scottish Swimming will not issue any Coach/Chaperone Pass unless a person has a valid Disclosure Certificate/PVG/CRB through the Scottish Swimming/ASA/WASA. In-line with current legislation, valid Disclosure Certificates/PVG/CRB from any other agency, will not be accepted. If you have any queries regarding PVG/CRB certification, please contact your Governing Body or Scottish Swimming via email to childprotection@scottishswimming.com
- Coaches/Team Managers/Chaperones applying for passes from outside the UK should make arrangements for their National Governing Body to forward a letter of declaration to the CEO of Scottish Swimming that all applicants have conformed with their 'home country's' policy concerning child protection; Passes will not be issued without such a letter
- Applicants must submit one recent photograph (jpeg format). This can be done once the order is completed on the website. Previous applicants need not submit a photograph unless their appearance has changed dramatically or they wish to update the photograph held on file. Photographs should be taken under the same rules regarding passport photographs.
- Passes will be available for collection from the Coach/Swimmer Desk at our Scottish Swimming National Events

Applications close at 2pm on the 22th November 2018

Please Note: Any late applications will be considered and charged £45.00 per pass

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

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

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

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

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

Should any competitor wish not to be photographed please complete the form below. If at any time a competitor wishes a static image to be removed from our website, 7 days' notice must be given to Scottish Swimming after which the data will be removed.

Further guidance can be found in our Child Protection Policy.



MEDIA/PHOTOGRAPHY REFUSAL OF CONSENT

Event:	2018 Scottish National Short Course Championships Royal Commonwealth Pool, Edinburgh
Date:	7-9 December 2018
Name of Swimmer:	
Club:	

I refuse permission for the Official Photographer of Scottish Swimming and its media partners to take and/or publish the images of me / my child. This includes the sharing of photos/images on your website and social media sites.

Signed (Parent/Carer if aged 16 or under):	
Print Name:	
Date:	

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