



POLICY MEET POLICY			
Date of Board Endorsement	6 September 2016	Date approval minuted	6 September 2016
Date of effect	6 September 2016	Review date	31 May 2020
Policy number	SPN 0010	Version	2
Policy Responsibility	CEO	Policy Owner	CEO

1. Outline/Purpose

This policy seeks to address areas of uncertainty regarding the requirement and conduct to hold swimming meets for the purposes of qualifying, selection and record purposes.

2 Policy

2.1 Approved (Qualifying Meets)

2.1.1 All meets on the Swimming Northern Territory calendar, shall be approved by SNTI, including the venue, meet format, time, duration, timing equipment and management of technical officials.

2.1.2 Swim times from these meets may be used for qualifying time purposes at championship meets.

2.1.3 School Meets: if the meet is conducted with the appropriate accredited officials and appropriate timing systems are in place, school meet times can be accepted as official times.

2.2 Management of Competitions

2.2.1 For all swimming events conducted by Swimming Northern Territory the following number of Accredited Technical Officials is considered desirable for the control of the competitions:

Referee	2
Judges of Stroke	2 (4 for LC)
Starters	1
Check Starters	2
Clerks of Course (Marshals)	2
Chief Inspectors of Turns: (Where possible the CIOT should be in addition to the IOTs)	2
Inspectors of Turns (For Record requirements see SSW 12.4.5)	15
Chief timekeeper (Only if automatic timing is NOT used.)	1
Timekeepers – per lane (Only if automatic timing is NOT used. For JX meets 1 TK is needed in addition to IOT.)	3
Reserve Timekeepers (Only when 3 Timekeepers are required.)	2
Control Room Supervisor/Chief Recorder	1
Recorders (as required)	2
Presentation Officers (as required)	2
Announcer	1
Operators – Automatic Officiating Equipment	2

For all swimming events to be considered as **approved (Qualifying Meets)** by Swimming Northern Territory, those events will require a minimum number of accredited Technical Officials: as follows:

Referee	1
Judges of Stroke	2
Starters	1
Clerks of Course (Marshals)	1
Timekeepers – per lane	2
Recorders	1
Operators – Automatic Officiating Equipment	1

2.3 QUALIFYING TIMES

2.3.1 Qualifying Times for Championship and Swimming Northern Territory approved meets will be reviewed annually.

2.3.2 Converted short course times are not to be used for championship meets with the exception of those swimmers who reside where only a short course pool is available and have not posted long course times in the selected events.

2.4 RANKINGS, TEAM SELECTION AND SQUAD SELECTION

2.4.1 Times will be accepted from swims at approved meets only

2.5 RECORDS

2.5.1 Records can only be accepted from Approved (Qualifying Meets) where automatic timing or semi automatic timing has been used.

2.6 ADDITIONAL SWIMS AT A MEET

2.6.1 Additional swims i.e. any additional swims to aid swimmers post qualifying times or set a Swimming Northern Territory record are possible at a meet at the discretion of the Meet Director and in consultation with the Referee

2.6.2 Any additional swims must be seen to be realistic in their purpose and not disadvantage other swimmers (see guidelines below)

2.7 ROLES

2.7.1 The Meet Director and (or) Technical Manager appointed by Swimming Northern Territory will have jurisdiction over all matters not assigned by the Rules to the Referee, Judges or other officials and shall have power to postpone events and give directions consistent with the rules adopted for conducting any event. The role for key personnel are defined in accordance with this policy refer to 2.2 Management of Competitions

2.8 RULE TOLERANCE

2.8.1 Please refer to Rule Tolerance Policy

2.9 PROTESTS

2.9.1 Any protest regarding athletes or events is to be made through the official Team Manager and, at Swimming Northern Territory Championships events, accompanied by a completed protest form and \$50.00 fee which will be refunded if the protest is successful Refer: SAL Rules CBL 13, sections 1 to 4 for further details

2.9.2 At Championship meets the Chief Referee is the sole adjudicator on any protests

2.10 WITHDRAWAL FROM EVENTS

2.10.1 At meets run in a heats/finals format finalists (and reserves) wishing to be withdrawn from a final must do so in writing on the specified form (through the official Team Manager) within 30 minutes of the event results list being posted. Swimmers who do not appear at marshalling of a final (including reserves) who have not officially withdrawn will be excluded from their next event. Refer: SAL Rules CBL 22, sections 1-4

2.11 POOL DECK ACCESS

2.11.1 The pool deck area is restricted to persons authorised from the publicised opening time until 30 minutes after the conclusion of the last event of each day of the swim meet.

2.11.2 Only swimmers, technical officials and the Meet Director are permitted access to physical access to the pool deck/ field of play. The pool deck area is defined as the competition area (pool or open water course), any warm up and swim down designated area, the marshalling/registration and ready areas, recording and electronic timing rooms, the deck area surrounding the main competition pool to a distance of two metres if the spectator area is not on a separate level, the presentation dais and interview area (collectively called the “pool deck area or field of play”).

2.11.3 Apart from swimmers, technical officials and Swimming Northern Territory staff, all other persons authorised must wear and display at all times appropriate accreditation (as is determined by the Board from time to time). This identification may be specifically issued or of a nominated style.

2.11.4 Failure to display appropriate accreditation will result in immediate loss of access to the pool deck area and removal there from.

2.11.5 Providing an unauthorised person with the use of a person’s authorised accreditation will result in the immediate loss of access to and the removal of all persons concerned from the venue.

2.11.6 Swimming Northern Territory staff shall keep a record of all invited guests who are granted access to the pool deck area.

2.12 ADDITIONS OR AMENDMENTS

In addition to the scheduled review of this policy recommended changes to the policy may be submitted to the Board of Swimming Northern Territory for consideration, at any time. In the event that the changes are accepted, the policy will be updated, dated and circulated to all relevant stakeholders.

Policy Notes (Subject to change by the Board)

1. Qualifying times for NT Open and Age Championships must be achieved at an official meet after 1 January of the previous year
2. The guidelines for request for a time trial to set a QT or an NT Record are as follows: 50m within 1 second; 100m within 2 seconds; 200m+ within 3 seconds.
3. Time trials to be scheduled at the beginning of specific sessions wherever possible

3. Responsibilities

Responsibilities (outlined in the Risk Management Procedure) for the implementation and ongoing use of the risk management approach have been assigned to:

- The Chief Executive Officer
- The Board or their delegated representative

4. Linked Procedures

5. Related Documents

6. Modification History

Date	Version	Sections modified	Authority	Details
10/9/2016	2	1,2,3,4,5	EO / Board	Approved 6/9/16