



Swimming Northern Territory

Swim Meet Management Policy

Version	Reviewed by	Board Approval Date	Next Review Date
2	SNT Board	27 June 2024	June 2026
1	SNT Board	6 Sept 2016	May 2020

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1. Outline/Purpose

This policy seeks to address the requirements to conduct swimming meets for the purposes of rule tolerances, qualifying, selection and record purposes within the Northern Territory. This Policy is to be read in conjunction with the Swimming Northern Territory (SNT) Competition Rules document, with the SNT Competition Rules taking precedent in relation to any dual coverage by both documents.

2. Types of Meets

2.1. **Approved (Official Meets)** are swim meets or events where swim times will be recorded onto the Swimming Australia database for official times. The results from these meets are recognised by Swimming Northern Territory and those times can be used for entries into Championship Events as well as be utilised for selection and record purposes. These meets are usually SNT approved club meets, SNT qualifying meets, SNT preparation meets and SNT Championship meets.

2.2. **Non-Approved (Unofficial Meets)** are swim meets or events where swim times will not be recorded onto the Swimming Australia database. These times are not officially recognised by Swimming Northern Territory. These meets are usually club night meets, non-qualifying development meets, social meets, fun meets, come and try meets, school meets etc.

3. Approval of Meets

3.1. All meets seeking approval to be official meets on the SNT calendar, shall be approved by SNT, including the venue, meet format, time, duration, timing equipment and management of technical officials at least 6 months prior to the date of the meet, where practical.

3.2. 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 for swimming NT members participating in the meet.

4. Management of Competitions (Technical Official Requirements)

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

4.1. State Meet

State Meet	
Positions	Number of People
Referee	1
Judges of Stroke	2 - 4
Starters	1
Check Starters (dependant on meet size)	1 - 2
Inspectors of Turns	2-4
Timekeepers – per lane when operating AOE system	1
Control Room Supervisor/Chief Recorder	1
Recorders (as required)	1
Quantum (AOE Operator)	1
Announcer	1



4.2. Preparation Meet

Preparation Meet	
Positions	Number of People
Referee	1
Judges of Stroke	2 - 4
Starters	1
Inspector of Turns	0 - 2
Timekeepers –per lane when operating AOE system	1
Recorders (as required)	1
Quantum (AOE Operator)	1
Announcer	1

4.3. Development Meet

Development Meet	
Positions	Number of People
Referee	1
Judges of Stroke	2
Starters	1
Check Starter	1
Timekeepers – per lane double if using Dolphin	1
Recorders (as required)	1
Dolphin Operator or Quantum Operator	1
Announcer	1

4.4. Approved Club Meet

Preparation Meet	
Positions	Number of People
Referee	1
Judges of Stroke	2
Clerk of Course (Marshall/Check Starter)	1
Starters	1
Timekeepers – per lane	1
Recorders (as required)	1
Quantum	1

4.5. School Meets



Preparation Meet	
Positions	Number of People
Referee	1
Judges of Stroke	2
Check Starter	1
Starters	1
Timekeepers – per lane	1
Recorders (as required)	1
Quantum	1

4.6. Open Water Meet

Open Water Meet	
Positions	Number of People
Chief Judge	1
Judges	1
Clerk of Course (Marshall/Check Starter) depending on numbers	1-2
Starters	1
Chief Timekeeper	1
Timekeepers	2-3

4.7. Non-Approved Club Meet

There are no requirements for this type of meet.

4.8. Minimum Requirements (All meets except National, State and Open Water Meets)

For all swimming events to be considered as approved (Qualifying) by SNT, those events will require a minimum number of accredited Technical Officials as listed in Clause 3.4 Approved Club Meet.

5. Virtual Meets

SNT may, at its discretion, determine that meets may be held in more than one location at the same time, under the same meet name and conditions. This would be known as a virtual meet. In order for a virtual meet to be deemed appropriate to ensure equal conditions for all participants, the following guidelines must be observed:

- a) There MUST be at least 1 qualified referee in each location.
- b) The meet timelines MUST be synchronised to ensure equal time between events for all swimmers.
- c) Results are to be forwarded to the 'main' operations centre as soon as practical to enable distribution of awards within an appropriate time.
- d) Program of Events and Qualifying Times Must be equal in all locations.
- e) All other meet conditions are to be the same across venues, where applicable.



6. Qualifying Times

- 5.1. Qualifying Times for SNT Championships and SNT approved meets will be reviewed annually and documented within the SNT Competition Rules.
- 5.2. Qualifying times for any NT Swimming Championships must be achieved at an official meet after 1 January of the previous year.
- 5.3. Converted Short Course times may be used for championship meets and are at the discretion of the Swimming Northern Territory Chief Executive Officer (CEO) with the exception of those swimmers who reside where only a short course pool is available and/or have not posted long course times in the selected events.

6. Rankings, Team Selection And Squad Selection

Times will be accepted from swims at approved and verified qualifying meets only. Please see the SNT Selection Policy and specific event selection criteria guidelines, where applicable.

7. Records

Records can only be accepted from Approved (Qualifying Meets) where automatic timing or semi-automatic timing has been used. Refer to SW 12, Swimming Australia Swimming Rules January 2024 or any version thereafter.

8. Additional Swims at a Meet

- 8.1. Additional swims i.e. any additional swims to aid swimmers post qualifying times or set a SNT record, for example, a time trial is possible at an approved meet, at the discretion of the Meet Director and in consultation with the Referee.
- 8.2. Any additional swims must be seen to be realistic in their purpose and not disadvantage other swimmers.
- 8.3. The guidelines for request 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.
- 8.4. Time trials to be scheduled at the beginning of specific sessions wherever possible.

9. Combining Events

Events may be combined by the SNT Meet Director, or if unavailable by the SNT CEO or meet referee if any of the following conditions are met.

- 9.1. The events must be of the same distance (except as per clause 9.3) and of the same stroke.
- 9.2. There is available lane space to combine the events without disadvantaging any swimmer by forcing them into a subsequent heat of less than 3 people only.
- 9.3. Events of a varying distance may be considered, provided those events are 400m, 800m and 1500m freestyle only.
- 9.4. MC events will be combined with Able-Bodied if there are less than 3 swimmers entered into the Multi-Class event. The MC swimmer will be considered as having swam in the MC event in consideration of rules, results and awards.



10. Roles

- 10.1. The Meet Director and (or) Technical Manager appointed by SNT will have jurisdiction over all matters not assigned by the Rules to the Referee or other officials and shall have power to postpone events and give directions consistent with the rules adopted for conducting any event.
- 10.2. Technical officials will be requested to nominate their availability to participate in each meet, at the request of the SNT Technical Manager.
- 10.3. The SNT Technical Manager will determine the best fit for technical officials at each meet in line with their level of competency, as well as providing a pathway for development, and issue these roles through the issue of a Technical Official Roster prior to the commencement of the meet.
- 10.4. All roles may be adjusted at the discretion of the SNT Technical Manager, or if unavailable the SNT CEO and/or the meet Referee.

11. Rule Tolerance

11.1. Rule Tolerances – Non-Approved (Unofficial Meets)

- a) Swimming Northern Territory referees will not disqualify any swimmers at any **Non-Approved (Unofficial Meets)**.
- b) Swimmers who participate in events where rule tolerances are applied will be given a Stroke Correction Form when they infringe the rules. This will enable coaches to specifically address problems identified by the Meet Referee with their respective swimmers. This may be handed to the coach of the swimmer.

11.2. Rule Tolerances – Approved (Official Meets)

The following rule tolerances can be applied to **Approved (Official Meets)** on application to Swimming Northern Territory.

- a) All swimmers competing in any 25m event will be afforded rule tolerances.
- b) Any swimmer competing aged 8yrs or below in 50m races only may, at the discretion of the SNT Technical Manager and/or Meet Referee be offered rule tolerances. If so, that swimmer will be denoted as an exhibition swim for the purposes of records etc.
- c) Swimmers that have rule tolerances applied will be given a Stroke Correction Form when they infringe the rules. This will enable coaches to specifically address problems identified by the Meet Referee with their respective swimmers. This may be handed to the coach of the swimmer.

12. Protests

- 12.1. Any protest regarding athletes or events is to be made through the official Team Manager, accompanied by a completed protest form and \$100.00 fee which will be refunded if the protest is successful. Refer: SAL Rules CR 22, Swimming Australia Competition Rules, March 2024.
- 12.2. At Championship meets, where possible, the 3 most senior officials available (not necessarily on pool deck at the event) that have a referee qualification available will make up the Jury of Appeal, when required. If these are unavailable, the Technical Manager and Meet Director may be the adjudicators on any Jury of Appeal.



13. Withdrawal From Events

- 13.1. 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 or App (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, and may or may not be required to pay a fine Refer: SAL Rules CR 15, Swimming Australia Competition Rules, March 2024.
- 13.2. At meets where the 400m Individual Medley, 400m Freestyle, 800m Freestyle or 1500m Freestyle are being conducted, the swimmer is responsible to register their intention to swim in the event via the nominated form or app, as provided by SNT. This must be done by the swimmer, coach or team manager a minimum of 1 hour before the published start time for the event. Failure to do so will result in the swimmer being automatically withdrawn from the event.

14. Pool Deck Access

- 14.1. The pool deck area is restricted to persons authorised from the end of warm-up until 30 minutes after the conclusion of the last event of each day of the swim meet.
- 14.2. Only swimmers, technical officials and the Meet Director are permitted 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”).
- 14.3. Apart from swimmers, technical officials and SNT staff, all other persons authorised must wear and display at all times appropriate accreditation (as is determined by the CEO from time to time). This identification may be specifically issued or of a nominated style.
- 14.4. Failure to display appropriate accreditation will result in immediate loss of access to the pool deck area and removal there from.
- 14.5. 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.
- 14.6. SNT staff shall keep a record of all invited guests who are granted access to the pool deck area.
- 14.7. Parents of swimmers are unable to access pool deck without an accreditation pass.

15. Responsibilities

Responsibilities for the implementation and ongoing use of the risk management approach have been assigned to:

- The SNT Chief Executive Officer
- The Board or their delegated representative
- The SNT Technical Manager

16. Policy Promotion

This policy will be made available to all members via the Swimming NT website. This policy will be communicated to all staff members, board members, committee members and members, when applicable.

17. Review

This policy will be reviewed by the Board of Swimming Northern Territory every 2 years from the date of each approval by the SNT Board.



18. 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.

19. Related Links

[Swimming Northern Territory Competition Rules](#)

[Swimming Australia Competition Rules](#)

[Swimming Australia Open Water Rules](#)