



# CLUB CHAMPIONSHIPS PROCEDURES

## 1 INTRODUCTION

The Gisborne Thunder Club Championships (GTCC) is the most important internal club event in the year. These procedures were developed to ensure consistency in the running of the GTCC from year to year.

## 2 RESPONSIBILITIES

### 2.1 Committee

It is the responsibility of the Club Committee to ensure that these procedures are implemented, and are regularly reviewed. These procedures shall be followed unless agreed otherwise by a committee vote.

### 2.2 Race Committee

The race committee consists of the Competition Coordinator (chair), Records Officer and Coach. The Race Committee shall be responsible to arrange and manage all aspects of the GTCC.

### 2.3 Club Swimmers

It is the responsibility of all club members to adhere to these procedures.

## 3 PROCEDURES

### 3.1 Date of Meet

The GTCC meet will be held at the end of the swimming season at a date/time determined by the Race Committee and endorsed by the GTSC Committee.

### 3.2 Location

The GTCC will be held at a venue determined by the Race Committee and endorsed by the GTSC Committee.

### 3.3 Program of Events

The following will be the standard program of events:

8/U Yrs	25m Fly	8/U Yrs	50m Breast
9/10 Yrs	50m Fly	9/10 Yrs	50m Breast
11/12 Yrs	50m Fly	11/12 Yrs	50m Breast
13/14 Yrs	50m Fly	13/14 Yrs	50m Breast
Open	50m Fly	Open	50m Breast

8/U Yrs	50m Back	8/U Yrs	50m Free
9/10 Yrs	50m Back	9/10 Yrs	50m Free
11/12 Yrs	50m Back	11/12 Yrs	50m Free
13/14 Yrs	50m Back	13/14 Yrs	50m Free
Open	50m Back	Open	50m Free
Junior*	100m IM <sup>#</sup>	Open	200m IM <sup>^</sup>

\* 12 Yrs and under

<sup>#</sup> Exhibition event. No points awarded. Qualifying time: 2:30 (swum at a club night or SV meet in the current season)

<sup>^</sup> Exhibition event. No points awarded. Qualifying time: 3:40 (swum at a club night or SV meet in the current season)

All events will be run as timed finals. Swimmers may only swim in the events within their age-group.

### 3.4 Qualification Rules

To qualify for awards, swimmers must :

- be financial members of Gisborne Thunder Swimming Club; and
- have swum in at least three prior club meets in the season (not including the club championships).

Exceptions to this rule must be approved by the Race Committee.

Guests may swim in the events but do not qualify for awards.

#### 3.4.1 Special Consideration Criteria

The Race Committee will conduct a second level review of all club members not meeting the eligibility criteria (have swum at three club nights). All members not meeting this eligibility requirement will be contacted and advised of their eligibility status.

Special consideration criteria may be applied as follows:

1. Any swimmer representing at the following state or national level competitions held over the same weekend as a club meet will be counted as attendance at the club meet:
  - a. 7-10 Encouragement Meet
  - b. Country SC or LC Championships
  - c. Victorian SC or LC Championships (open or age)
  - d. Victorian Sprint Meet
  - e. Victorian Country Inter-district Championships
  - f. Victorian Qualifying Meet
  - g. National Preparation Meet
  - h. All Juniors Finals
  - i. Any Approved National championships
2. New club members joining after the September club meet will have the eligibility requirement relaxed to 2 club meets.
3. New club members joining after the December club meet will have the eligibility requirement relaxed to 1 club meet
4. Club members who have demonstrated exceptional contribution and commitment to the club in other ways
5. A period of extended injury or illness, or extended time away during the season (greater than 3 months).

### 3.5 Entries

Swimmers must nominate that they will swim in the meet prior to the night to enable seeding of events to be completed and the event program to be generated. An entry form will be posted on the club notice board for at least 2 weeks prior to the meet to enable swimmers to nominate.

### 3.6 Roles and Responsibilities during the Meet

The following roles will be required to operate the meet. These will be assigned by the Race Committee.

Role	Responsibility
Judges	Two judges will be assigned to the meet. The judges will have sole discretion on technical matters such as disqualifications.
Coach / Warm-up Assistants	Coach or delegate to manage warm-ups. Senior swimmers may be assigned to assist the coach to drill the swimmers during the warm-ups.
Chief Marshal	Coordinate marshalling.
Assistant Marshal	Assist Chief Marshal with marshalling.
Starter	Control race starting. Signal false starts.
Records Officer Assistant	Collects time cards from timekeepers after each race and assists Records Officer to organise the time cards for entry to Meet Manager.
Records Officer	Manage entries. Prepare seeding and meet program. Manage Meet Manager times input and provide results.
Chief Timekeeper	Assign timekeepers and manage the stop-watches sign in/out. Assist timekeepers by providing a back-up stop-watch for each event/heat. Any timekeeper who misses a start may request the chief timekeeper to record the back-up time in its place.
Timekeepers (3 per lane)	Time the races and record results on the time cards.
Entry desk attendants (x2)	Collect entry fee. Welcome swimmers and families. Provide information/programs for the meet.
Awards desk attendants (x2)	Distribute ribbons to the place-getters in each event.

### 3.7 Seeding

The Records Officer will complete seeding for the meet based on the entries received. Seeding will be within each event and age grouping. Events/heats may be combined at the discretion of the Chief Marshal.

### 3.8 Operating the Meet

The meet will operate in a similar fashion to regular Gisborne Thunder club meets. All six lanes will be operated.

### 3.9 Time-keeping

Three timekeepers per lane will be assigned by the Chief Timekeeper.

Times will count towards club records providing that three separate times have been recorded on the timecard.

### 3.10 Disqualifications

A very liberal policy towards disqualification will be followed. Guidelines for disqualification will be as follows:

- Swimmers will only be disqualified (with loss of points from the race) if all of the following conditions are met:
  - the breach is serious (e.g. not a minor technical breach);
  - the breach has provided the swimmer with a significant advantage; and
  - the breach is considered to be intentional.
- Where the judge deems that a swimmer has unintentionally gained a significant unfair advantage through use of an incorrect stroke, a time penalty of 5 seconds or 10 seconds (at the judge's discretion) will be applied.
- Swimmers will not be disqualified for false starts. Where false starts occur the race will be restarted.

The Judge has the sole discretion on disqualifications. Consistent with the above guidelines, the Judge's decision will be final.

### 3.11 Awards / Points

Points will be awarded in each event as follows:

1 <sup>st</sup> :	6 pts
2 <sup>nd</sup> :	5 pts
3 <sup>rd</sup> :	4 pts
4 <sup>th</sup> :	3 pts
5 <sup>th</sup> :	2 pts
6 <sup>th</sup> :	1 pt

The first three placings in each event will receive ribbons on the night.

### 3.12 Age Champions

Age Champions will be determined as follows:

1. Highest total points.
2. Where points are equal, the swimmer with the lowest cumulative time for the four swims (fly, breast, back, free) will be judged the age champion.
3. Where points are equal and one or both swimmers have not swum all four events, the swimmer with the fastest freestyle time will be judged the age champion.

### 3.13 Open Stroke Champions

Male/Female Open Stroke Champions awards will be determined by the fastest swimmers in each stroke based on the swims at the GTCC.

## **4 REVIEW OF PROCEDURES**

These procedures shall be reviewed by the Club Committee at least every three years.