

# NEWHAM AND EAST LONDON L1 NATIONAL QUALIFYING MEET 2018-14<sup>th</sup> and 15<sup>th</sup> April 2018

Our inaugural L1 Meet is nearly here and we are looking forward to welcoming you to the prestigious London Aquatic Centre (LAC). As this meet is in the National qualifying windows we will be welcoming clubs from all over the country.

As the LAC will be a new venue to many swimmers, coaches, officials and parents so please ensure that this information is cascaded to everyone involved at the LAC for the weekend.

## **Entry for swimmers, spectators and coaches will be as follows:**

Saturday and Sunday will be from 7.30am

Please note that the security team will restrict entry before these times.

All access to the building for officials, spectators, swimmers and coaches is through the event doors upstairs. Officials must be carrying their ASA cards at all times. Coaches must wear their Poolside Passes at all times.

## **Withdrawals**

We are operating an active withdrawal system for this meet. Swimmers must complete the withdrawal forms at the table next to the medals table (poolside towards the diving pool) to confirm that they are not swimming in these events, by the allocated time as shown below. The withdrawal desk will be open from:

Session	Withdrawals
Sessions 1 & 4	7.30am – 8.20am
Sessions 2 & 5	11.30am – 12.15pm
Sessions 3 & 6	3.30pm – 4.15pm

## **Warm Up & Session Times**

All Clubs must ensure that their swimmers are supervised during warm up. Coaches and swimmers disregarding health and safety instructions will be excluded from Warm Up.

All lanes will be swim lanes until sprint lanes are announced for each session. **Please ensure your swimmers exit the pool at the side and do not climb out over the timing pads** as this can cause damage to the pads and lead to delays to the meet. Sprint lanes will be opened by the announcer.

Name of club	Lane Allocation	Name of Club	Lane Allocation
Barnet Copt	0	Haringey	2
Basildon Ph	1	Harlow Pen	9
Beckenham	2	Hillingdon	7
BethnalGreen	4	Hoddesdon	3
Bishop Stort	6	Killerwhales	4
Bo Newham	3	Kingston Roy	6
Bo Of Harrow	6	Leamington	7
Bracknell	0	Newmarket	4
Braintree	1	Orpington OJ	3
Bromley	0	RTW Monson	3
Chelsea&West	0	Romford Town	4
Co Liverpool	1	Sevenoaks	3
Colchester	5	Solihull	7
Dulwich Dolp	9	Southend	3
Enfield Sq	8	Southwark	6
Epping For't	8	Thurrock	4
Epsom Dist	1	UEA Norwich	5
Hackney	1	Windsor	3
Halstead	1	Witham Dolph	3

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## Warm Up Procedures

### Saturday

<u>Session 1 – Starts @ 9.10am</u>		<u>Session 2 – Starts @ 1.15pm</u>		<u>Session 3 – Starts @ 5.05pm</u>	
Withdrawal close	8.20am	Withdrawal closes	12.15pm	Withdrawal closes	4.15pm
Warm up 1 (Girls)	8.00-8:25am	Warm up 1 (Boys)	12.00 – 12.25pm	Warm up 1 (Girls)	4.00 – 4.20pm
Warm Up 2 (Boys)	8:30-8:55am	Warm Up 2 (Girls)	12.30 – 12.55pm	Warm Up 2 (Boys)	4.25 – 4.45pm
<b>5 minutes of sprint lanes each session. Lanes 0, 1,2, 3, 8 &amp; 9 to be used for sprint.</b>					

### Sunday

<u>Session 4 – Starts @ 9.10am</u>		<u>Session 5 – Starts @ 1.15pm</u>		<u>Session 6 – Starts @ 5.05pm</u>	
Withdrawal closes	8.20am	Withdrawal closes	12.15pm	Withdrawal closes	4.15pm
Warm up 1 (Boys)	8.00-8:25am	Warm up 1 (Girls)	12.00 – 12.25pm	Warm up 1 (Boys)	4.00 – 4.20pm
Warm Up 2 (Girls)	8:30-8:55am	Warm Up 2 (Boys)	12.30 – 12.55pm	Warm Up 2 (Girls)	4.25 – 4.45pm
<b>5 minutes of sprint lanes each session. Lanes 0, 1,2, 3, 8 &amp; 9 to be used for sprint.</b>					

## Whipping for races

Swimmers will be called to marshalling by the announcer. It is the responsibility of the swimmer and club coaches to ensure that they attend marshalling once called. Swimmers will then be directed by the clerk of the course (whippers) to specific areas designated for whipping.

## Food, Drinks and Refreshments

The LAC are quite specific about food and drinks and we would urge you to comply and respect the wishes of the LAC.

- Spectators **ARE NOT** permitted to bring any food/drinks/refreshments into the facility, regardless of purpose or intent. Only refreshments that have been purchased on site may be consumed in the communal areas and spectators seating areas. The Café is equipped with staff to manage the expected number of spectators for the day.
- Swimmers/Coaches/Team Managers **ARE** permitted to bring food/drinks/refreshments into the facility.
- It is preferred that any food/drinks/refreshments brought into the facility are consumed in the changing rooms, communal areas and spectators seating area.
- The consumption of food/drinks/refreshments on the poolside/deck is not preferred but is not prohibited.
- In the circumstance that food/drinks/refreshments are consumed on the poolside/deck, the swimmers/coaches/supervisors club are considered responsible for the management/collection of the waste produced.
- Please be aware that there will be security checks of bags at point of entry.

## Photography and the use of mobile phones/tablets

The permitted use of devices which capture still or moving images is no longer dependent upon pre-registration.

- Flash photography remains prohibited at all times.
- All persons who attend our meet at the London Aquatic Centre must have a clear understanding of their responsibilities and obligations as detailed in the “ASA Photography Guidance” section of Wavepower 2016-19 (the current ASA Child Safeguarding Policies and Procedures publication).

## Poolside bags

As it will be a very busy meet, we will be restricting the size of bags poolside. Swimmers are advised to leave their large bags in the lockers provided and just bring a small bag containing their essential kit on to poolside. There are over 300 lockers available at the LAC that uses the new £1 coin which is refundable

## Medals

Medals will be awarded for the top 3 placing in each age group as set out in the Meet Pack and are available on the day and can be collected from the medal table on poolside. No medals will be posted after the meet.

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## Officials

We are still looking for officials to help at this meet, so please ask around officials within your clubs to see if we can get any more officials to help. Meals and refreshments will be provided.

The meeting point for those of you who have kindly agree to officiate is downstairs in the Creche.

Please send details of officials that are able to help to [elopenmeets@gmail.com](mailto:elopenmeets@gmail.com).

## Coach Pack

Coaches' pack which will contain the coaches passes will be available poolside on the announcers' table. Please ensure your wristbands are worn at all times and visible.

## Health and Safety

- Coaches are responsible for ensuring the clean-up of their 'area' on poolside.
- No hot drinks will be allowed on poolside; this is for health and safety reasons.
- Folding Chairs will be allowed on poolside so long as they have 'soft' feet.
- Swimmers are not allowed to go to the balcony wet and without footwear

## Spectator Information

1. The venue will open for spectator entry at 7.30am on day of the Meet. Any persons in the pool hall beforehand will be asked to clear the hall. Please ensure your wristbands are worn at all times and are visible.
2. Spectator entry will be by a colour coded wrist-band and will be charged at £10.00 per day or £4 per session. Spectators will be charged at the higher rate for each session (£10 if you enter in Sessions 1 & 4, £8 if you enter in Sessions 2 & 5) and refunds will be given accordingly as long as the spectator leaves before the start of the next Session & turns in their wristband.
3. Programmes are available at £4 per day
4. There will be a raffle which we would encourage you to support and there are some amazing prizes to be won!
5. Refreshments – There is a Café at the LAC which provides catering facility serving refreshments for swimmers, spectators and coaches, will operate throughout this Meet.
6. Getting to the park via public transport is quite easy because the Olympic park has some of the best transport links in London. For the latest information visit <http://www.tfl.gov.uk/>
7. Parking at the LAC will be shut to swimmers attending the event. Please park at Stratford Westfield.
  - a. Parking charges are:
    - i. Up to 1 hr £2.70;
    - ii. Up to 2 hrs £5.40;
    - iii. Up to 3 hrs £8.10;
    - iv. Over 3 hrs and up to 24 hrs £9.50
  - b. Car Park opening times:
    - i. Car Park A – 6am – 10pm;
    - ii. Car Park B - open 24/7;
    - iii. Car Park C – Mon – Sat 5am – 10pm & Sunday 7am – 10pm. Car Park B is the nearest car park to the LAC. Sat Nav for the Car Park is E15 2EE and the cost of all day parking here is £9.50
8. Swimzi will set up a mobile shop on Sunday only on the Upper concourse close to the entrance doors and will be selling swim leisure wear.

## Contact

I do hope I have not missed anything. Please do not hesitate to contact me by email at - [elopenmeets@gmail.com](mailto:elopenmeets@gmail.com). if you have any queries/questions.

Thanks for your support and we look forward to seeing you all at the Meet.