



CLONMEL SWIMMING CLUB

CLUB HANDBOOK

2023

Contents

Introduction to Club Handbook	3
Section 1 - Membership	7
Section 2 - Club Roles and Contact Details	16
Section 3 - Facility Information and Emergency Action Plan	20
Section 4 - General Club Information	21
Appendix 1 - Squad Training Schedule	25
Appendix 2 – Galas Guide	26
Appendix 3 – Swimming Competition Pathway 2022-2023	29

/

Mission Statement

“To provide children with the opportunity to develop and achieve personal best gala times (PBs) while swimming in an enjoyable, safe and friendly environment and also to support competitive swimming where there is a desire to pursue it”

Introduction to Club Handbook

Clonmel Swimming Club, which was founded in 1993, is a competitive swimming club catering for boys and girls ranging in ages from 7-21 years of age with swimmers from Clonmel and its surrounding areas. The club has approximately 110 members, catering for swimmers of all abilities, from novice to national swimmer level.

These members are divided between 4 different swim squads, Seals Squad, Stingray Squad, Sharks Squad and A Squad. Swimmers generally join the Seals squad and progress through the squads. The Head Coach assigns swimmers to their respective squads and moves them up through the squads as their swimming progresses.

Swim trials for entry to the club are normally held at the end of each term.

For Squad Training Schedule See Appendix 1

Clonmel Swim Club is a competitive swimming club. The Seals normally join the club as non-competitive swimmers and have on average a year of club training before they graduate to become competitive swimmers. Over the course of their training their speed and stamina will improve. When the Head Coach is happy that they are ready, they will graduate into the more advanced groups and start to compete in swimming galas.

Swimmers will receive training in the technique of the four main strokes – freestyle, breaststroke, backstroke and butterfly. They will also receive training on starts, diving, turns and finishing for competition. As the swimmers move up through the different squads they will have more training sessions each week and will progress through the various levels of competitive galas.

The Swim Coaches are responsible for selecting swimmers for galas and selecting the events in which swimmers compete at each gala. Initially, swimmers will attend development galas. They can expect to attend at least one competitive gala per term once they have been affiliated as competitive swimmers with Swim Ireland.

Competitive swimming meets are referred to as swim galas and members of Clonmel Swimming Club can compete in the following galas:

- Intra-Club meets, Club Invitations (9 years upwards)
- Regional Development 1&2 (10 years upwards)
- Regional Qualifying meets (10 years upwards)
- Regional Championships (10 years upwards)
- Irish Winter National S.C and L.C
- Irish Summer Nationals S.C and L.C

S.C. = short course i.e. 25 metre swimming pool, L.C. = long course i.e. 50 metre swimming pool

As the swimmer's competitive times improve they will progress through the different types of galas which are outlined in Appendix 3. This will be discussed with the swimmer and their parent(s) before entry to any gala.

All swimmers competitive times are stored on the Swim Ireland database (sometimes referred to as "Team Manager" database). When

each swimmer is affiliated with Swim Ireland, they are given a unique membership number and the member's competitive history is recorded on the system. It is good practice for each swimmer to maintain a record of their times at each gala to allow them to follow up their swimming progression.

Objectives of Clonmel Swimming Club

The primary objectives of the Clonmel Swimming Club are:

- To foster and develop swimming and its participants
- To promote the teaching/coaching and practice of swimming in line with current best practice
- To accept and enforce the rules and regulations set down by Swim Ireland regarding swimming in accordance with the affiliation status afforded to the club
- To provide a positive and safe environment for all its members and staff
- To ensure sport for young people in the club is fun and conducted in an encouraging atmosphere in line with Swim Ireland guidelines and best practice
- To provide equal opportunities whenever possible for successful participation, irrespective of ability or disability, so as individuals can be involved in sports activities in an integrated and inclusive way.

Clonmel Swimming Club is fully committed to safeguarding the well-being of its members. We encourage all parents of swimmers to partake in the 'Safeguarding courses' that are readily available on the Swim Ireland website. Every individual in Clonmel Swimming Club should, at all times, show respect and understanding for their rights, safety and welfare and those of others, and conduct themselves in a way that reflects the principles of Clonmel Swimming Club and the guidelines contained in

- the ‘Swim Ireland Safeguarding Children Policies and Procedures 2010’
- Swim Irelands “Code of Ethics and Good Practice for children’s sport
- Children First National Guidelines for the Protection and welfare of Children,” as issued by the Department of Health & Children

Club Contact Details

Chairperson: chairpersonclonmel@gmail.com

Treasurer: treasurerclonmel@gmail.com

Club Secretary: clonmelswimmingclub1993@gmail.com

CWO: childwelfareofficerclonmel@gmail.com

Club Phone: 0863244181

Section 1 - Membership

Becoming a member

Membership of Clonmel Swimming Club is accepted at the discretion of club management committee. The membership year runs from 1st September annually.

All members are subject to the rules and constitution of Clonmel Swimming Club and rules and regulations of Swim Munster and Swim Ireland.

Clonmel Swimming Club is an affiliated member of Swim Ireland. Membership of Clonmel Swimming Club requires the swimmer to be affiliated with Swim Ireland. The Swim Ireland affiliation fees are in addition to Club membership fees.

The following must be completed when applying for membership on an annual basis:

1. Club Membership Form – This is an online form which is available on the home page of our website. <https://clonmelsc.com/>
2. Confirm that you have read the Relevant Code of Conduct – Swimmer, Parent and Coach.
3. Payment of annual membership fee (3 term instalments) and Swim Ireland Affiliation Fee (annual fee)

Member Participation Policy

“Participation is when people swim for social connections, exercise, health and physical activity, challenge, mental wellbeing, skill development and to gain a new experience.”

See Swim Ireland Participation Strategy for 2022-2026

Code of Conduct

The Club Code of Conduct identifies the standard of behaviour that is expected of all members of Clonmel Swimming Club.

Breaches of the codes of conduct will be dealt with through the complaints and disciplinary process.

By ticking the Code of Conduct box on your online membership form you and your swimmer are acknowledging that you have read and understood the Clonmel Swim Club Code of Conduct.

Joining the club

The entry standard is set by the management committee and head coach. Trials for joining the club are offered at the end of each term at the discretion of the committee and head coach. The swimmer should be between the ages of 7-12 years old. Places will be offered based on available capacity in the swimming squads and on the trial assessment outcome. The applicant will need to show correct stroke technique in front crawl, backstroke and breaststroke over a minimum of 50m. The successful candidates will join the seals squad.

Membership Fees

Annual membership fees are determined annually at the start of the swim calendar year by the management committee. The membership fee is divided over the three swim terms (i.e. Term 1: Sept – end Dec., Term 2: Jan-end March and Term 3: April – end May). The fees are set at a level to ensure the Club can discharge its running costs on a break-even basis each year. The main running costs of the Club are swimming pool hire, coaches' expenses and administration overheads.

Swim Ireland affiliation fees are set annually by Swim Ireland and are paid by members once a year in addition to the Club membership fees. Affiliation fees are paid at the beginning of Term 1 or when a swimmer joins the Club or pays incremental difference when swimmer changes from non-competitor to competitor category. Clonmel Swimming Club will pay the affiliation fees directly to Swim Ireland, normally within one month of the beginning of the swim year to ensure that members are registered with Swim Ireland and that members are covered by insurance so that they may participate in training and at swim galas.

Club membership fees are payable three times per year by bank transfer and monitored by the Club Treasurer. Term fees are notified to parents/guardians of members prior to the commencement of each term. Term fees must be paid within one calendar month. Any variation from this must be agreed by the management committee in advance.

Any queries regarding club fees should be directed to the Club Treasurer. Payment of membership fees by instalment can be arranged, but must be agreed in advance with the Club Treasurer.

Unpaid membership fees that are outstanding for more than one month may result in membership being terminated..

The club will offer a refund on club fees or a credit on the following term's fees in case of absence from training for medical reasons. The club may require a medical certificate to confirm details of the absence.

Squad Age Categories

- A Squad swimmers are at least 11 years old for girls and at least 12 years old for boys.
- Stingray and Shark Squad swimmers have the same training and gala programme and are assigned to the squads based on the age of the swimmer.
- Seals 7-12 years.

Progression between Swim Squads:

Progression between swim squads will occur on an ongoing basis. The Head Coach will decide on squad progression when a swimmer has shown:

- High attendance at training
- Attends competitions advised by coach
- Improvement in stroke technique, turning & starts skills
- Understanding of their swimming efforts
- Achieving certain times over different strokes

It is our club policy that a minimum of 75% attendance is required over each swim term to keep one's place in any squad.

The Management Committee and Head Coach review the criteria for progression between swim squads on an ongoing basis in order to ensure that the standards contained within the policy are fair and achievable.

Coaches are not in a position to discuss individual swimmers progress during training sessions. To discuss swimmer progress and progression between squads, parents/guardians should make an appointment outside of squad training times with the Head Coach.

Transfers between Swimming Clubs

If a member wishes to leave one club and join another club they must arrange for the Swim Ireland transfer form to be completed and returned to the Swim Ireland office along with the necessary fee.

The club may withhold a transfer form if:

1. The member owes fees to Swim Ireland or the club
2. The member holds club property
3. The member has a complaint made against them which is in process or pending, or in relation to a sanction which has been issued but not yet served.

If a member transfers to another club, the member will cease to be a member of Clonmel Swimming Club.

Club AGM

Clonmel Swimming Club holds an AGM annually, normally in September. Parents/guardians of members are requested to attend and contribute to the successful running of the club.

Club Officers and Management Committee members are elected annually, these positions are filled by members and parents/guardians of members.

Parents/ guardians of club members who are under 18 may attend and represent their child/children and may cast one vote only (regardless of number of children who are club members). Parents/guardians who are members of the club in their own right may cast a vote for themselves and on behalf of their child/children. Proxy voting is not permitted.

Training Drop Off and Collection

Swimmers should come to training prepared with their training equipment and water bottles.

Swimmers are required to be poolside changed and ready for training 10 minutes prior to the start of their session for land based warm up.

Children under 18 will remain the responsibility of their parent/guardian of members until the start of the pool session.

Parents/guardians of members should not drop off their children without ensuring there is a parent on pool duty and a coach on duty to conduct the session. Parents/guardians should ensure their child can change themselves.

If a child requires assistance to change, the parent may do so with the child in the family changing room. Other than assisting a child to get changed in the family changing room parents are not permitted in the changing areas at any time. Toilet facilities are available near the viewing area.

Parents/guardians of members should arrive promptly at the end of session to collect children as the club cannot be responsible for members once the training session has finished.

Supervision

All pool and dry land session will be supervised in accordance with Swim Ireland policy. All parents are expected to help with the supervision rota. Please see below for guidance on supervision requirements.

- The rota will be organised in advance and communicated to all involved – posted on WhatsApp.
- An individual on the rota is responsible for their own replacement in the event they cannot fulfil their obligation

- Contact details for all individuals are available to coaching/teaching staff concerned on the Coach's folder (these details will be kept confidential and available for those that need them).
- The parent/supervisor should arrive 10 minutes before the session starts, make themselves known to the coach and must remain with any teaching/coaching staff until all the children are collected.
- Use of mobile phones or other electronic devices is not permitted while on pool duty.
- The parent/supervisor should not interfere with the coaching or teaching of the session.
- The parent/supervisor should not enter the changing room alone.
- If the parent/supervisor has any concerns these should be brought to the Club Children's Officer or dealt with immediately if a child is in imminent danger.

Role of the Parent on Duty

1. Be aware of children leaving and returning to pool, e.g. a child should return to the pool after visiting the toilet.
2. Allow the coach/teacher freedom to get on with the session – sometimes coaches or teachers need to feedback to individuals on a one to one basis, this should be in open view.
3. Take note of any problems that occur – refer child related issues to the Club Children's Officer/all other issues to Committee, usually the Secretary.
4. Have temporary access to children's contact details in cases of illness or emergency or in the event the session is cancelled. They are stored in the office at the pool

5. In cases of emergency, help the coach/teacher by being an extra adult to supervise children or to assist with a response to the emergency.

Non-Attendance of Parent on Duty

If parent on duty does not turn up or has not made themselves known to the coach/ teacher prior to the start of the session it will be assumed that the parent on duty is not present. This may lead to the session being cancelled and may result in sanctions in accordance with Swim Ireland complaints and disciplinary procedures for the parent/guardian concerned.

NO SWIMMER WILL BE ALLOWED TO ENTER THE WATER UNTIL THE PARENT ON DUTY HAS MADE THEMSELVES KNOWN TO THE COACH.

IF NO PARENT ARRIVES FOR THE SESSION, CHILDREN WILL BE ASKED TO SIT IN THE VIEWING AREA WHILE THE COACH TRIES TO MAKE CONTACT WITH THE PARENT WHO IS DUE TO BE ON DUTY.

IF THE COACH CANNOT GET IN CONTACT WITH THE PARENT OR THE PARENT CANNOT MAKE IT TO THE POOL THE SESSION WILL BE CANCELLED

Club Gear

The colours of the club are Red, White and Navy.

Essential kit for training includes: swimsuit, swim hat and goggles.

Other recommended equipment includes:

Flip flops or sandals, Water Bottle, Kickboard, Pull buoy, Snorkel, Fins and Hand Paddles

All equipment should be labelled with the child's name / initials for ease of retrieval.

The swimmer's Coach/teacher will advise them of any other kit which may be required.

Clonmel Swimming Club swimming hat must be worn at swimming galas. Hats are available to purchase from Club Shop Committee Member.

Clonmel Swimming Club use an external party called 'SwimKit' to design additional club gear (tshirts, bags etc.) These are available for purchase, however this is optional. They can be ordered when the club portal with SwimKit is open. We will send push notifications through WhatsApp when this is open.

Section 2 - Club Roles and Contact Details

The roles covered are:

1. Management Committee
2. Club Children's Officer (CCO)
3. Coaches and Teachers
4. Team Managers
5. Officials

1. Management Committee

The management committee is in place to manage all aspects of the club. It consists of a Chairperson, Secretary, Treasurer, Club Children's Officer and a minimum of 4 other members and these are elected at the AGM each year. A committee member may stand for election for 4 consecutive years. After this time period, eligibility for re-election is revoked for a period of 2 years. Management Committee meetings normally take place monthly between September and June each year.

All committee members must be Swim Ireland members, be Garda vetted through Swim Ireland/Swim Munster prior to taking up their position and must complete the relevant child protection course. All committee members must abide by and annually sign the club code of conduct.

2. Club Children's Officer (CCO)

At Clonmel Swimming Club we have one CCO and one Designated Liaison Person (DLP).

Clonmel Swimming Club is committed to the creation of a child friendly atmosphere within the club and a safe environment for its members.

The CCO ensures that young people can talk freely and have a voice in the running of the club. The CCO is also a member of the club management committee.

The CCO must be Swim Ireland member, is vetted through Swim Ireland/Swim Munster prior to taking up their position. The CCO must complete the relevant child protection course and a Club Children's Officer Workshop. CCO's must abide by and annually sign the club code of conduct.

The DLP must be Swim Ireland member and member of our club. They are vetted through Swim Ireland, have Safeguarding 1,2 & 3 completed but are not a member of the Club Committee.

3. Coaches and Teachers

Coaches and teachers in Clonmel Swimming Club have the responsibility for teaching and the development of core swim skills and abilities and for coaching skills and abilities in a progressive way. Coaches and teachers must have access to emergency contact details for members and must not hold committee positions if they are coaching/teaching for more than 3 hours weekly.

The recruitment of all Clonmel Swimming Club coaches and teachers is in accordance with Has this been superseded by the 'Children First Act 2015 (ROI) and Children First National Guidance for the Protection and Welfare of Children 2017 (ROI), the Terms of Employment Act 1994 (ROI) and all other related recruitment legislation.

The Head Coach is accountable to the committee and shall attend committee meetings.

All coaches and teachers must be adequately qualified and licensed for their position. All coaches and teachers must abide by and annually sign the relevant code of conduct.

Swim Ireland Licensing is mandatory for all coaches and teachers; the following is required for coaches and teachers to be licensed:

- Swim Ireland Associate or Club Membership
- Read and accept the Teacher/Coach Code of Conduct on the [Swim Ireland Membership Database](#)
- A passport sized ID photograph uploaded to the membership profile on the Swim Ireland Database
- Vetting through Swim Ireland or Swim Ulster for Access NI (depending on the jurisdiction of where you are operating)
- Sport Ireland/Sport NI Safeguarding Level 1
- 6 CPD points

4. Team Managers

Team managers are appointed for all galas and away trips.

As per our Club Constitution at least one Parents/guardian of each swimmer has to become a fully qualified Swim Ireland Team Manager and be available for gala duty as a team manager.

The club needs properly trained people/staff to take responsibility for young people at galas and away trips. Team managers work with coaches to ensure athletes are supported and supervised when they are away from their parents/guardians. The team manager, in conjunction with management committee and head coach/teacher will organise away trips in line with Swim Ireland's travel policy.

Team managers must be Swim Ireland members and Clonmel Swim Club Members. They must be at least 20 years old. They must be vetted through Swim Ireland prior to taking up their position. The team managers must complete the relevant child protection course Safeguarding 1 and a team manager course. Team managers must abide by the club code of conduct.

5. Officials

Swimming - Officials include timekeepers, turn and stroke judges, referees and starters.

Officials are an essential part of competition for all clubs. Clubs attending competitive swim gala's are required to have team managers and provide time keepers stroke/turn judges and call stewards.

A coach, where practicable, and team manager should attend every gala.

Clonmel Swimming Club is required to provide officials at regional and national competitions and parents/guardians will be asked to assist with these roles. Training will be provided as necessary. The number of officials is normally related to the number of swimmers representing the Club at the gala.

Section 3 - Facility Information and Emergency Action Plan

Clonmel Pool, Michael Delahunty Square, Clonmel, Co Tipperary

Full facility details can be found on the Clonmel Pool on their website
<https://www.tipperarycoco.ie/swimming-pools/clonmel-pool>

The facility is not owned nor operated by Clonmel Swimming Club.

In the event of an emergency during a training session the Clonmel Pool Staff will initiate the emergency action plan and evacuate the pool and complex.

Section 4 - General Club Information

Competitions

The Head Coach will decide on the club gala calendar for the season from the Regional listed competitions. Coaches will choose the swimmers events, and following agreement with the parent / guardian of member, all entries will be confirmed by the Head Coach and entered on the Meet Manager system by the Gala Secretary.

Swimmers in A Squad, Shark and Stingray squads are expected to attend a minimum of one gala per term. Swimmers will be notified when eligible for a gala and details will be notified through Whatsapp.

Clonmel Swimming Club hat's must be worn when competing and club gear worn to competitions

Details of the upcoming competitions and the closing date for entries will be posted on the squad Whatsapp group. Please read these gala communications as they have important and relevant informant for parents and swimmers attending the events.

Coaches will advise members on competitions they should enter and all entries must be submitted through coach/ gala secretary.

A helpful **Gala Guide** is included at **Appendix 2**.

Photography and Filming

In line with Swim Ireland policy Clonmel Swimming Club would remind members that no one may video, film or take photographs of children without having received permission to do so, however it is a condition of Swim Ireland membership that all members have agreed to this permission.

On completing your membership form there is a section on consent to name your child on our social media and newspaper articles.

For all Swim Ireland, regional and club events any person must accept that they may be photographed or filmed as part of the occasion, either as an individual or as a member of a group.

When attending events please check with competition manager or facility about permission to video, film or take photographs.

Children under 18 must be wearing a t-shirt and bottoms/ shorts when having photograph taken out of the pool.

The Swim Ireland Filming and Photography policy is available on the Swim Ireland website.

Complaints and Disciplinary Procedures

All complaints and disciplinary matters occurring at Clonmel Swimming Club will be dealt with in accordance with the Swim Ireland complaints and disciplinary procedures.

The full complaints and disciplinary procedure is available on the Swim Ireland website or from the Club Secretary

Discipline:

The disciplinary processes are in place to ensure fair and consistent measures for issues such as breaches of the code of conduct. The

procedures clearly state the circumstance under which these may be imposed in order to ensure a process that is fair for all involved.

Complaints:

Complaints should be raised with the Club Secretary who will liaise with the complainant on whether a formal or informal process will be followed. Please contact the Club Secretary directly if one wishes to make a complaint.

Club Links and Policies

Club website	https://clonmelsc.com
Swim Ireland	https://swimireland.ie
Swim Munster	https://swimmunster.ie

Club Insurance

All members of Clonmel Swimming Club are covered for Accident/Injury whilst participating in the sporting activity (swimming) or undertaking organised training. The insurance is arranged through Swim Ireland.

Swim Ireland Policies and Procedures

Please note this list is not exhaustive and updates will be available on Swim Ireland website.

<https://www.swimireland.ie/about/policies>

- Complaints and disciplinary rules and procedures
- Safeguarding children policies and procedures:
 - <https://www.swimireland.ie/about/safeguarding/safeguarding-policies>
 - Swim Ireland Child Safeguarding Statement 2021
 - Safety Code of Practice - Swimming
 - Safe Supervision 2018
 - Swimming Pool Safety Guidelines 2021

Appendix 1 – Squad Training Schedule

- Squad Train at Clonmel Swimming Pool, Mick Delahunty Square, Clonmel
- Swimmers are requested to be on deck 10 minutes before training session starts.
- Training session times may vary when squads are attending swim galas – changes to training times will be advised by WhatsApp notification.
- Training sessions may be cancelled due to Clonmel Swimming Pool closures (staff training, essential maintenance), availability of Swim Coaches/Lifeguards, adverse weather or Parent on Duty not attending.
- Additional training sessions may be arranged from time to time which are subject to Clonmel swimming pool and coaches availability.
- A Squad Training sessions on public holidays normally take place at a later time and the squad will be advised by Whatsapp.
- A Squad members are permitted to leave the pool at an earlier time for school by prior arrangement with the Head Coach.
- The swimming year is divided into 3 terms. September to Christmas. January to Easter and Easter to end of June.

SQUAD	MON	TUES	WED	FRI	SAT	SUN
A squad	6.30am-8.00am	6.30am-8.00am	6.30am-8.00am	6.30am-8.00am		
A+ squad	6.30am-8.00am	6.30am-8.00am	6.30am-8.00am	6.30am-8.00am	7.45am - 8.45am	7.45am - 8.45am
Stingrays					8.45 am - 10.15 am	10.15am - 11.30am
Sharks					10.15am - 11.30am	8.45 am - 10.15 am
Seals					7.45am - 8.45am	7.45am - 8.45am

Appendix 2 – Galas Guide

Arriving at a gala

Always arrive on time. The swimmer should let coach/team manager know that they have arrived. Parents are not permitted on pool deck or in specific coach/ swimmer areas unless timekeeping or carrying out official duties.

The Coach will have to prepare a “scratch sheet” the night before the gala. Coaches will scratch swimmers that they have been told will not be attending. If athletes are not “scratched” from the start list a fine can be levied against the club ranging from €10 to €50 at Regional and National level. This fine will be passed on to the swimmer.

Food and Drink

Athletes are encouraged to eat healthily. Before a competition eat plenty of carbohydrate (rice, pasta, potatoes, bananas, porridge) the night before, and keep drinking. Eat something for breakfast, even if it seems too early. Don't experiment with new foods on the day of a gala – athletes should choose something they know you like and know agrees with them.

Bring rolls/sandwiches, pieces of fruit, breakfast/snack bars and jellies, Jaffa cakes. After racing you have used up energy and need to replace it with something. Bring water (write your name on your bottle), or diluted squash with you for sipping during the gala, as most pools are very warm and it's easy to get dehydrated.

Pasta followed by fruit makes a good lunch and try to eat as soon as lunch break begins to give your body time to start digesting your food before the afternoon session begins.

Keep eating healthy snacks throughout the day and drink plenty of fluids.

Foods to avoid: Greasy foods (burgers, chips, doughnuts), highly seasoned foods (pizza, curries, chillies) and fizzy drinks

What to bring to a Gala

MAKE SURE ALL BELONGINGS HAVE YOUR NAME ON THEM

- Togs x 2 (warm up and race)
- Children aged 12 years and under will not be permitted to compete in a tech suit in any Swim Ireland swimming competition. (<https://www.swimireland.ie/news/swim-ireland-tech-suit-policy-2020>).
- There are no tech suit (or skins) restrictions for athletes aged 13 years old and over in any competitions.
- Club hat (bring a spare in case one rips) this is a requirement.
- Goggles x 2 (in case one snaps wear in training to try out before gala)
- Shorts and T-Shirt to wear between races
- Water bottle already filled with swimmers name on it
- Towels x 2 (if there for a full day)
- Flip flops or runners (for around poolside)

In some facilities you must have something on your feet to be allowed access certain areas which lead to pool deck. Floors and stairs become slippery during the day and can be a hazard for those in bare feet. It is important to stay warm between races so make sure to wear a sweatshirt or t-shirt when sitting around.

Terminology

PB Personal Best Time

NT No time (probably has not swam this event previously)

HDW Heat declared winner (No finals will be take place for that event)

FTR Freestyle Team Relay

MTR Medley Team Relay

OPEN A competition or event that is “open” means all ages compete against each other and only one set of medals will be awarded.

A programme of events can be purchased generally on the way into the venue. This will list all swimmers taking part and the order in which events will take place.

The results are usually (but not always) posted in a prominent place around the pool. The results of the galas are sent to each club gala secretary.

NEVER leave gala before checking if you are needed for a relay team.

Summary

Galas can be stressful for younger swimmers and all athletes are encouraged to do their best and focus on doing PB's. It is not realistic for EVERY child to win a medal every time and also not realistic to improve on every swim every time.

The primary aspect of competitions is to gain experience in various events, distances and as athletes develop to try different race techniques. Younger swimmers will be told to focus on one or two key points so get them to do their best and most of all enjoy the day.

Parents should be there to support their child in their attempt rather than “critique” the swim – that is the role of the Coach.

Appendix 3 – Swimming Competition Pathway 2022-2023

This document explains the pathway that Swim Ireland have in place from the time that an athlete begins their competitive career until they reach National level competition.

All Swim Ireland competitions are open to all Swim Ireland registered members subject to relevant qualification criteria as applicable. At National Meets, specific qualification criteria are available for athletes with disabilities. Clubs and Regions should make reasonable adjustments to include athletes with disabilities at their meets.

In all cases, coaches should ensure athletes meet an adequate standard to enter any competition.

Ages:

Athletes ages will be defined as their age on 31st December of the year of the competition - e.g., an athlete born in 2010 will swim as a 12-year-old during 2022 and a 13-year-old during 2023. This applies to all competitions except for schools which will be defined as 31st August of the school year and Inter/Intra club Galas who can use age on day if preferred.

Time Standards:

Qualifying Times: Where a meet has qualifying times, athletes who have achieved these times will be accepted into that event.

Consideration Times: Where a meet has consideration times, athletes who have achieved these times will be considered for entry into the event based on entry numbers. Athletes who have not achieved either qualifying or consideration times will not be accepted into the event.

Upper Cut Off Times: Where a meet has upper cut of times, athletes must be SLOWER than the designated time to be accepted into the event.

Competition Types:

Swim Ireland's Domestic Competition Plan sets out the competitions to be held Regionally and Nationally throughout the year.

Regional & National Schools

- (a) Intra-club Gala
- (b) Inter-club Gala
- (c) Club Invitational/Open Meet
- (d) Skills Challenge (In-House)
- (e) Regional Future Challenger Series and Regional Aspiring Champions Series
- (g) Regional Championships
- (h) National Meets and National Championships

(a) Intra-Club Galas:

INTRA club Galas take place within one club, with athletes competing amongst and against members of their own club. These Galas are for athletes aged from 7 upwards (age on day or year of birth). These Galas are an introduction to competition and the emphasis should be on FUN. Athletes may receive a participation ribbon/certificate etc.

Qualification standard: None

(b) Inter-Club Galas:

INTER club Galas take place for more than one club competing against each other. These Galas are for athletes aged from 8 upwards (age on day or year of birth). These Galas are an introduction to competition and the emphasis should be on FUN. Athletes race for team points rather than personal awards, with an overall award presented to the Top Club or similar. Athletes may receive a participation ribbon/certificate etc.

Qualification standard: None

(c) Club Invitational/Open Meets:

Athletes must be at least 9 years of age to compete in these meets. Times achieved can be used to enter the Regional Championships, Irish Summer National Age Group Championships and the Irish Summer National Youth & Senior Championships, subject to them meeting specific meet licence conditions and provided they are held within the qualification period for each respective meet and in the required pool format (SC or LC)

Qualification standard: Defined by club – Consideration Times are recommended to allow clubs to keep within their session time limits

(d) Skills Challenge (In-House)

Athletes must be aged 8 to 12 years in the year that the season starts i.e. in the 2022-2023 season, athletes born 2014 to 2010. These in-house assessments will provide feedback to young athletes and monitor progression in stroke efficiency, kick speed, underwater kick speed, turn speed and streamlining skills

Qualification standard: None

(e) Future Challenger Series & Aspiring Champions Series:

Athletes aged 13/14 years cannot enter both series in the same cycle (short course season and long course season)

Future Challenger Series: Athletes must be aged 10 to 14 years of age to compete at these meets. There will be no qualifying times in place to enter and times achieved by athletes aged 12 years and over can be used to enter the Regional Age Group and Senior LC Championships and the Irish Summer National Age Group Championships (50m) provided they are held within the qualification period for each respective meet

Qualification standard: None

Aspiring Champions Series:

Athletes must be at least 13 years of age to compete at these meets. Times achieved can be used to enter the Regional Championships, Irish Summer National Age Group Championships and the Irish

Summer National Youth & Senior Championships provided they are held within the qualification period

for each respective meet and in the required pool format (SC or LC)

Qualification standard: Consideration Times for events 400m and above.
Upper Cut Off Times for all events

(f) Regional Championships

Regional SC Championships:

Age Groups: Male 13-16, 17 & Over: Female 13-15, 16 & Over

Athletes must be at least 13 years of age. Short Course times or Long Course conversions achieved in any Level 3 licensed onshore or similarly licensed offshore meet can be used for entry. Qualifying or Consideration Times must have been achieved as per the meet conditions. One Open Final or "A" and "B" Open Finals ONLY (with the fastest qualifiers irrespective of age). Times achieved can be used to enter the Irish Winter National Championships (25m) and the McCullagh International Meet.

Qualification standard: Qualifying and Consideration Times

Regional Age Group and Senior LC Championships:

Age Groups: 12, 13/14, 15/16, 17 & Over

Athletes must be at least 12 years of age to enter this meet. Long Course times or Short Course

conversions achieved in any Level 3 licensed onshore or similarly licensed offshore meet can be used for entry. Qualifying or Consideration Times must have been achieved as per the meet conditions. Finals in each defined age group for all individual events with the exception of 400m, 800m and 1500m events, which will be Heat Declared Winner events. Times achieved can be used to enter the Irish Summer National Championships (50m).

Qualification standard: Qualifying and Consideration Times

(g) National Championships

Irish Winter National Championships (25m):

Age Groups: Male 13-16, 17 & Over: Female 13-15, 16 & Over

Age groups are for meet qualification purposes only. Athletes must be at least 13 years of age to enter this meet. Short Course and Long Course times achieved in any Level 3 licensed onshore or similarly licensed offshore meet can be used for entry. Qualifying Times must have been achieved as per the meet conditions. "A" and "B" finals (fastest qualifiers irrespective of age) in all events with the exception of 800m and 1500m events, which will be Heat Declared Winner events.

Qualification standard: Qualifying Times

Irish Open Championships:

Age Groups: Male 13-16, 17/18, 19 & Over: Female 13-15, 16/17, 18 & Over

Age groups are for meet qualification purposes only. Athletes must be at least 13 years of age to enter this meet. ONLY Long Course Times achieved in any Level 3 licensed onshore or similarly licensed offshore meet can be used for entry. SC times or SC conversions will NOT be accepted. Qualifying times must have been achieved as per the meet conditions. Open and Junior (Male 18 & Under, Female 17 & Under) finals in all individual events with the exception of 800m and 1500m events, which will be Heat

Declared Winner events.

Qualification standard: Qualifying Times

Irish Summer National Age Group Championships (50m):

Age Groups: 12, 13, 14 years

Athletes must be at least 12 years of age to enter this meet. This meet will be held as a LC meet. Long

Course Qualification Times and Short Course Consideration Times can be achieved in any Level 3

licensed onshore or similarly licensed offshore meet can be used for entry. Qualifying times must have

been achieved as per the meet conditions. "A" and "B" finals will be held in each defined age group in

50m, 100m and 200m events. "B" Finals will only take place in events where 21 or more athletes

compete in the heats. Only "A" Finals will be run in the 400m events and 800m and 1500m events will

be Heat Declared Winner events.

Qualification standard: Qualifying Times

Irish Summer National Youth & Senior Championships (50m):

Age Groups: Male 15, 16, 17/18, 19 & over: Female 15, 16/17, 18 & over

Athletes must be at least 15 years of age to enter this meet. This meet will be held as a LC meet. ONLY

Long Course times achieved in any Level 3 licensed onshore or similarly licensed offshore meet can be

used for entry. SC times or SC conversions will NOT be accepted. Qualifying times must have been

achieved as per the meet conditions. "A" and "B" finals will be held in each defined age group in 50m,

100m and 200m events. "B" Finals will only take place in events where 21 or more athletes compete in

the heats. Only "A" Finals will be run in the 400m events and 800m and 1500m events will be Heat

Declared Winner events.

Qualification standard: Qualifying Times

A reminder that all athletes, coaches and team managers must agree to the Swim Ireland Code of Conduct and should abide by this at all times. Anyone who is in breach of the Code will be reprimanded. Officials are volunteers who give of their time freely and should be treated with respect at all times.

Clubs attending Offshore meets may nominate these for qualification for Irish National Meets. Approval must be sought from Swim Ireland in advance of travelling and Hy-Tek results must be sent after the meet. Athletes registered with a Swim Ireland club who are resident primarily overseas DO NOT need to seek approval from Swim Ireland for such meets. However, they should send their results to their home club and be prepared to send copies of the results to Swim Ireland on request.

Please note that the information contained above is general information and should not be read as a standalone document. This document should be read in conjunction with the relevant season's Season Plan and associated Domestic Plan Notes. These two documents supersede any information found above.