



# 2021 New Zealand Division II Swimming Championships

**Sunday 9 – Thursday 13 May 2021**

**Moana Pool**

60 Littlebourne Road, Roslyn, Dunedin 9010

## Event Information Booklet

### Contact Information

Dale Johnson

Acting Head of Participation & Events

[events@swimming.org.nz](mailto:events@swimming.org.nz)

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For the latest information, please check the event page on the Swimming New Zealand website to ensure you have the up-to-date version.

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## Entry Information

Swimming New Zealand policies and the New Zealand swimming rules govern this competition.

This meet is open to financial, registered (at the time of competition) Swimming New Zealand Competitive Swimmers and foreign swimmers registered with foreign FINA affiliated swimming federations. All participants must agree to comply with the Sports Anti-Doping Rules.

Please note that this event will not be able to be hosted if the government has announced the country is under Alert Level 2 or above.

Entries	Timeline
Entries Open	11 March
Individual Entries Close	Tues 13 April at 11.59pm
Relay Entries Close	Wed 14 April at 11.59pm

### Entry Process

All entries must be submitted via the SNZ Fast Lane page. Individuals will be able to access and complete their entries online via their Fast Lane.

There is no limit on the number of individual event entries.

Late entries will be accepted for 24hrs only via the Fast Lane page. A late entry fee will be applied in addition to individual entry fees.

### Qualification Criteria

**Age as at 30 April 2021.**

The qualifying period is from 1 January 2019 to 13 April 2021.

Swimmers must be 13 years or above but under 19 years as of 30 April 2021.

The qualifying times are 25m short course times. Short course times as well as long course conversions can be used for qualification. All swimmers shall only enter qualified events.

Results from both approved and unapproved meets will be able to be used as qualifying times.

Individual entry times will be generated by the SNZ Database. Performances from international, regional and

local competitions not held within the database will not be eligible for use to enter this championship.

A swimmer who has qualified for or swum an event at either the 2021 Aon NZ Swimming Championships or the 2021 Aon NZ Age Group Swimming Championships is not eligible to enter that respective event at the 2021 NZ Division II Swimming Championships.

### Entry Fees

Location	Individual Entry Fee	Relay Team Entry Fee
Domestic	\$16	\$30
International	\$20	\$35

Entry fees must be paid prior to the start of the meet. If they have not been paid it will result in the withdrawal of swimmers. Clubs that have not paid the required entry fees at the closing date of entries will be invoiced by Swimming New Zealand.

No refunds for any withdraws before or during the meet. Refunds for any medical withdraws can be considered if a signed doctor's certificate is supplied.

### International Entries

Visitors will be able to submit entries using either a TM File or spreadsheet available on the event website. This need to be emailed to [entries@swimming.org.nz](mailto:entries@swimming.org.nz) by the entry deadline date specified above.

Foreign entries also need to be accompanied with a signed Travel Authorisation Form/Letter from the national federation.

Foreign clubs are required to provide a proof of entries report upon submission of entries.

A maximum of two (2) international visitors may progress from heats to finals in any one event. There is no limit on international visitor entries for timed-finals but only two (2) international visitors may swim in the fastest timed-final.

International Para Swimmers must hold a National classification or higher and present their classification card to the Technical Director prior

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to the competition starting.

### **Event Specifications**

#### **Age Groups**

The age groups are restricted to 13 years, 14 years, 15 years and 16 – 18 years.

#### **Heats**

All heats will be seeded as per SW Rule 3.1.1.8. Where there are two or more heats, they shall be seeded with the last heat having the fastest swimmers, the heat preceding the last heat shall consist of the next fastest swimmers, etc. Lanes shall be assigned in descending order of submitted entry times within each heat, in accordance with the pattern outlined in SW Rule 3.1.2.

#### **Finals**

Finals will be the top 8 swimmers and swum as age groups: 13 years, 14 years and 15 years. A youth category of 16 – 18 years can have an A and B final, with the top 3 medallists to come from the A final.

B Finals will be swum when there are 30 or more swimmers that competed in the heats.

#### **Timed Finals**

The 400m IM, 400m free, 800m free and 1500m free for both males and females will be swum as timed finals with the only the fastest timed final swum in the final's session of that particular day.

### **Para Athletes**

The 2021 New Zealand Division II Swimming Championships will not have Para races as part of the event schedule. However, Para swimmers may compete if they achieve the qualifying times for each respective event.

If you have any questions regarding Para racing, please contact National Para Swimming Development Coordinator, Cameron Leslie, on [cameron@swimming.org.nz](mailto:cameron@swimming.org.nz).

### **Relays**

Relays will be timed-finals with all timed-finals being swum at the end of the finals session. Relays will be swum as 18 & under. Medals will be awarded to the top 3 clubs.

Swimmers must be entered in individual events to be entered in relays.

The names of swimmers actually swimming on a relay must be submitted at least 30 minutes before the start of the session in which the event is to take place, in the order in which they are to swim. The names of swimmers in medley relay events must be listed for the respective strokes.

Failure to swim in the order listed will result in disqualification. Substitutions may be made only in the case of a documented medical emergency.

**Please note:** relay team swimmers must not have qualified or swum in any event at the 2021 Aon NZ Age Group Swimming Championships and/or the 2021 AON New Zealand Swimming Championships. Any team found in breach of this rule shall be disqualified.

#### **Zonal Relays**

8 x 50m Freestyle Zonal Relay will consist of 1 male and 1 female for each age group (13 years, 14 years, 15 years and 16 – 18 years).

Each zone is permitted 2 relay teams.

Selection of the teams is up to the club and regional team managers to discuss, with final team names and orders are to be submitted

**Please note:** relay team swimmers must not have qualified or swum in any event at the 2021 Aon NZ Age Group Swimming Championships. Any team found in breach of this rule shall be disqualified.

### **Psych Sheets**

Psych Sheets	Deadline
Prelim	Friday 18 April
Corrections Due	Sunday 20 April
Final	Monday 3 May

Psych Sheets will be posted on the event webpage on the days stated above.

Corrections and changes to psych sheets are to be sent to [entries@swimming.org.nz](mailto:entries@swimming.org.nz) by 11.59pm Sunday 20 April 2021.

Any changes made after 3 May will not be updated online, but will be completed updated on the SNZ event file.

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## Event Information

### Opening Hours

Pre-Meet	Morning	Afternoon
Sat 8 May	8am – 12pm	3pm – 7pm

Competition	Heats	Finals
Sun 9 May	6.45 (gates)	15.45 (gates)
	8.40 (comp)	17.45 (comp)
Mon 10 May	6.45 (gates)	15.45 (gates)
	8.40 (comp)	17.40 (comp)
Tues 11 May	6.45 (gates)	15.45 (gates)
	8.40 (comp)	17.40 (comp)
Wed 12 May	6.45 (gates)	15.45 (gates)
	8.40 (comp)	17.40 (comp)
Thurs 13 May	6.45 (gates)	15.45 (gates)
	8.40 (comp)	17.40 (comp)

Pool entry is free for training at these times. **Access will be through the main entrance of the complex for the pre-meet sessions.**

Clubs/regions that wish to train outside of these times will have to organise their own times with the pool and pay entry. Lanes should be booked in advance.

### Results

Results will be posted on the wall next to the learn to swim pool.

Swimming New Zealand will have live results via the SNZ website and Live Timing. The results for each event will be uploaded once the event has been signed off.

### Ticketing

Tickets	Heats	Finals
Adult	\$7.50	\$10
Child	\$7.50	\$10
Concession	\$7.50	\$10

Spectator tickets will be available for purchase online via Humanitix from **17 April 2021 at 9.00am**. Session programmes will be available online via the [event webpage](#). Spectator entry is via the main entrance to the facility.

[Click here to purchase tickets](#)

### Livestreaming, Photography & Videography

All sessions at this event will be livestreamed through the Sky Sport Next YouTube channel.

Photos and videos will be taken throughout the competition. All athletes and spectators have agreed to allow photographs, videos, audio recordings and audio recording to be taken by accredited SNZ contractors to be used for any legitimate purpose by SNZ. If you have any concerns please contact the Event Manager.

Spectators agree upon entry that photographic, video or audio recording equipment is prohibited for any purpose which may include, without limitation, video and/or audio recorders, camera tripods, monopods or lenses with a total focal strength of greater than 300mm and commercial digital video equipment. The SNZ Event staff will, at their sole discretion, determine whether or not an item is intended for personal or commercial use.

### Merchandise

Merchandise for this event is provided by SNZ partner Teamline and is available for pre-purchase. In addition, race suits and other swim products are available from Teamline on their online store and from their poolside pop-up store. Find everything you need on their website [www.teamline.co.nz](http://www.teamline.co.nz)

### Parking

Parking is limited at the Moana Pool facility. Please try and limit the number of vehicles you travel in to the meet.

## Athlete Information

### Pool Access

#### Swimmers

Access to the pool for all swimmers, coaches and team managers is via the door near the dive tower at the eastern end and up the stairs, **15min prior to warm up starting**. Accreditation must be presented to gain access. If you do not have a valid pass you will be required to pay the appropriate admission fee. Lost accreditation can be replaced at a cost of \$5.00 via the accreditation booth.

### Warm-up Procedure

Date	Warm-Up Times
Sun 9 May	Heats: 7am – 8.25am

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	Finals: 4pm – 5.25pm
Mon 10 May	Heats: 7am – 8.25am
	Finals: 4pm – 5.25pm
Tues 11 May	Heats: 7am – 8.25am
	Finals: 4pm – 5.25pm
Wed 12 May	Heats: 7am – 8.25am
	Finals: 4pm – 5.25pm
Thurs 13 May	Heats: 7am – 8.25am
	Finals: 4pm – 5.25pm

A warm-up procedure document will be available on the event webpage, please refer to this document for warm-up guidelines.

### Athlete Seating

Seating will be available in the grandstand for swimmers, coaches and team managers as well as access to the grandstand seating. Please note that there will be no allocated seating. SNZ encourages everyone to fill up the seating overlooking the start/finish end of the competition end first and to not procure these seats by abandoning belongings.

### Strapping

Swimmers with strapping must provide documentation from a relevant registered health practitioner or physiotherapist and be reviewed by the Technical Director prior to swimming. Any swimmers without such documentation may not be permitted to swim.

### Marshalling Process

#### **Heats:**

Self-marshalling will be employed during all heat sessions. Swimmers are asked to be in the marshalling area 4 heats prior to their event. For all 50m events swimmers need to be in the marshalling area 6 heats prior to their event.

#### **Finals:**

Swimmers (including reserves) will need to marshal 6 races prior for 50m events and 4 races prior to their event for all other events and remain in the marshalling area. All swimmers are required to marshal for relays. Swimsuits will be checked at marshalling for legality.

### Winner Interviews

Selected final winners in the evening sessions, as well as NZ age and open record breakers during all sessions will be asked to complete a short interview at the conclusion of the race.

### Victory Ceremonies

Medals shall be awarded for the 1st, 2nd and 3rd New Zealanders in all events for each group – 13 years, 14 years, 15 years and 16 – 18 years. Visitor medals will be awarded to any international competitor who places.

The Victory Ceremony Timetable will be included in the finals programmes, and we will endeavour to run to this timetable. If for any reason there is a delay in the results being available, the medal presentation for that event will take place as soon as possible.

#### **Dress Standard for victory ceremonies:**

- Club or Regional t-shirt, jacket or sweatshirt.
- No Caps or Goggles.
- No towels to be wrapped around the waist.

Swimmers who are not present will not receive their medal.

There is to be strictly no photography on pool deck and the medal presentation area, all photo's will be taken by the official event photographer and photo's will be made available on the SNZ Facebook page. Anyone taking photos in this area will be asked to leave immediately.

### Team Managers Information

#### Accreditation

Clubs will need to complete the coaches and managers form for team personnel who are region attending the meet. Event passes will be allocated to clubs based on this information.

Accreditation must be worn, around the neck, to gain access to the pool. No accreditation no entry. Lost accreditation can be replaced at a cost of \$5.00 each.

Clubs are entitled to nominate coaches and team managers based on the number of swimmers they have competing as follows:

- 1-10 Swimmers = 2 coaches/managers
- 11-20 Swimmers = 3 coaches/managers
- 21-30 Swimmers = 4 coaches/managers
- 31+ Swimmers = 5 coaches/managers

Date	Deadline
Applications Open	11 Mar 2021
Applications Close	14 Apr 2021 at 11.59pm
Late Applications Close	16 Apr 2021 at 11.59pm

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A link to apply for coach and team manager accreditation will be available on the event webpage closer to the opening date.

### **Accreditation Criteria**

Please read the updated Policy 009 – Accreditation for SNZ Events that will be enforced from 1 April 2021.

Coaches must be registered with Swimming New Zealand under the member category 'Coach' and must be showing as financial and active in the Swimming New Zealand database.

Managers must be an active member on the Swimming New Zealand database. They can be registered as volunteer member and must have a Police Vetting check completed on their SNZ profile. They are not permitted to be undertaking any coaching on pool deck.

Photo accreditation will be incorporated for this event, so a headshot or passport photo will be required to be included as part of the application process.

Anyone without accreditation will need to purchase a spectator ticket.

### **Pool Access**

#### **Coaches & Team Managers:**

Access to the pool for all swimmers, coaches and team managers is via the door near the dive tower at the eastern end and up the stairs, **15min prior to warm up starting**. Accreditation must be presented to gain access. If you do not have a valid pass you will be required to pay the appropriate admission fee. Lost accreditation can be replaced at a cost of \$5.00 via the accreditation booth.

### **Managers Meeting**

There will be a compulsory team managers meeting held on Saturday 8 May at 5pm at the venue, in the corner meeting room.

Team managers will be given a brief run-down of meet activities, expectations of swimmers and clubs and general delivery of the event.

Each club must have at least one representative at the meeting to ensure all information is delivered back to the swimmers.

### **Event Packs**

Team event packs can be collected from the ticketing and accreditation booth located at the Team Managers Meeting from **4.30pm on Sunday 18 April 2021** and must be collected by team managers. Any collections from Monday 19 April onwards will be via the accreditation booth at the swimmer's entrance.

### **Withdrawals**

Withdrawals from events for session one will need to be submitted at the Team Managers meeting held the day prior to the start of the meet. Any withdrawals for session one submitted after the meeting will incur a withdrawal fee.

As ALL events in all morning sessions are run as timed finals SNZ Policy 008 will apply.

*For timed-finals, withdrawals must be advised by the end of the session preceding the session with the timed final event.*

Withdrawals from evening final races will be required to be submitted 30 minutes from posting of event results.

### **Protests**

Protests must be submitted to the referee, in writing, on the protest form by the team manager only within 30 minutes following the DQ announcement. This needs to be accompanied in cash by the \$100.00 protest fee.

If conditions causing a potential protest are noted prior to the event a protest must be lodged before the signal to start is given.

All protests shall be considered by the referee. If the referee rejects the protest, they must state the reasons for their decision. The regional Team Manager may appeal the rejection to the Jury of Appeal whose decision shall be final.

If the protest is rejected, the deposit will be forfeited to SNZ. If the protest is upheld the deposit will be returned.

### **Session Programmes**

Session programmes will be placed in regional boxes at the Resolution Desk. Relay and Withdrawal forms will be available from here also. Session programme numbers are based on the Coaches and Managers form.

### **Timelines**

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Timelines will be included in both heats and finals session programmes. The times shown are approximate and races may start before or after the times indicated. It is the swimmer's responsibility to be at marshalling at the appropriate time (i.e. 4 or 6 heats before the scheduled race).

### **Banner Placement**

Swimming New Zealand will have signage at the event and will take precedence for position over regional and club banners. SNZ Reserves the right to remove any banners that are not in appropriate areas or conflict with event signage and/or sponsors.

### **Opening Ceremony**

An opening ceremony will be held at the start of Session 2 on Sunday 9 May starting at 5.30pm.

### **Themed Session**

#### **Comic Book & Superhero Theme**

To celebrate the competition, there will be a themed session on Friday evening (session 10). There will be march past at 5.20pm, with prizes awarded for best dressed. Please gather at the dive pool on pool deck.

### **Disqualifications**

Disqualifications will be announced and a copy of the DQ form put in the regional boxes.

### **Event Communication**

During the meet SNZ will use the multi-txt system to communicate to coaches and managers during the meet, please ensure your contact details are correct.

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### Points & Awards

The following points system will be used for the 2021 NZ Division II Swimming Championships:

#### Points for Age Finals (individual and relays)

Place	1	2	3	4	5	6	7	8
Points	26	21	17	14	12	10	8	6

#### Para Finals

Place	1	2	3	4	5	6	7	8
Points	26	21	17	14	12	10	8	6

### Trophies to be awarded

Denis Blundell Trophy – Top Region

Top Club

### Medical Information

Service	Address	Phone
Dunedin Urgent Doctors (A&E)	18 Filleul St, Dunedin	03 479 2900
Tooth Doctor, Northcare	289B Highgate, Roslyn	03 474 0029
Unichem Roslyn Pharmacy	287A Highgate, Roslyn	03 477 9793
X-Ray, Pacific Radiology	162 Great King St, Dunedin	0800 505 909
Roslyn Physio	287 Highgate, Roslyn	03 477 1744
Dunedin Hospital	201 Great King St, Dunedin	03 474 0999
Emergency – Fire, Police, Ambulance		111
AED	Moana Pool, First Aid Room	