

Competition Meet Protocols

Competition meets are typically very busy events. They require efficient organisation and communication by swimmers, coaches, parents, managers, and officials to ensure they run smoothly, and swimmers have the opportunity to perform to their best.

In addition to any rules to a specific competition, United has the following competition meet protocols:

1. It is the member's responsibility to understand what competition and events to enter and to get entries in by the closing date. While the club may publish reminders, members should not rely on receiving these
2. United has a "targeted" and "untargeted" meets policy. For specified targeted meets, all eligible swimmers are expected to enter these meets. This is outlined in this [link – United Meets Calendar](#)
3. The club understands that swimmers may also undertake activities other than competitive swimming but expects all eligible swimmers to prioritise supporting "Team United" and their United teammates by representing United at all national level meets. Please take this into consideration when committing to other activities and as a courtesy please advise your other activities of this expectation and dates of the national meets
4. If you would like to enter an "un-targeted" meet, then before entering please discuss this with your coach and with the club handicapper as you may not be permitted to enter without a club coach present. Also, your parent/guardian may be required to assist at the meet and the club handicapper will need to arrange this for them. If you enter an untargeted meet and you are not permitted to do so, United will not be responsible for sorting out any meet entry fees that you have lost. Please refer to this [link – United Meets Calendar](#)
5. Follow the club [Uniform Protocols](#) at meets
6. Arrive at the venue at least 15 minutes before the scheduled warm-up time starts. If you are going to be late then please text both your coach and the United manager for that session
7. If you have entered the meet but have subsequently decided not to attend, then please advise the coach and manager as soon as you make the decision not to attend
8. It is the swimmer's responsibility to be ready for their race and to go to marshalling at the appropriate time so look at the program (perhaps take a photo of the program) and follow where the meet is up to. The manager should advise you when to talk to the coach and when to leave for marshalling but do not rely solely on this
9. Listen carefully to the Manager's instructions and follow them promptly without having to be asked again
10. If you are in the team's seating area, do not block other people's view of the races, especially the coaches and managers
11. Make sure you organise yourself to have plenty of time to have your pre-race discussion with the coach and wait your turn if they are talking to another swimmer

12. Be ready – have your race equipment ready and also know your heat and lane number. For self-marshalling make sure you tick off your name with the timekeeper to ensure you are in the correct heat and lane
13. When a race is about to start, please be quiet and do not walk past the starting area
14. Use the facilities and warm down pool with due care
15. If you are leaving the team seated area, please advise the manager so that they can tick you off
16. Before you scratch an event or final, please discuss and agree this with your coach and advise your parent/guardian. The Manager will need to know of this scratching in sufficient time to not incur any penalty fees charged as per the meet program.
17. It is the swimmer's responsibility to understand the meet requirements for scratching a race and finals (where applicable) and to advise the meet manager appropriately. Please note the following:
 - It is the responsibility of the swimmer to advise the manager verbally or by text of the scratching (do not rely on emails) at least 5 minutes before the time the scratching is due
 - Please note that competitions have their own timeframes for scratching (often 30 minutes after the race result is published) and there are penalties for late scratching. Be very alert about the scratching rules for Auckland, regional and national events as these are often different to a standard meet
 - There are typically penalties for non-attendance at finals, so you need to scratch if you do not want to be a reserve or finalist. Please be aware that even if your swimmer achieves a high placing, say 24th or higher in a heat, they may still be in a final if sufficient other swimmers scratch
18. Check the finals list for Auckland, regional or national meets to see whether you are in the final BEFORE you depart the venue
19. Swimmers are expected to stay at the session to support other teammates. If you want to leave before that time, then please discuss this with your coach – if they agree, then please advise the manager that you are leaving
20. Keep the team area tidy and pick up all rubbish before you leave. Also, please assist in putting chairs away
21. If you are representing United at an away meet, then typically you will be required to sign a "swimmer contract" that has a number of specific rules and protocols for away meets