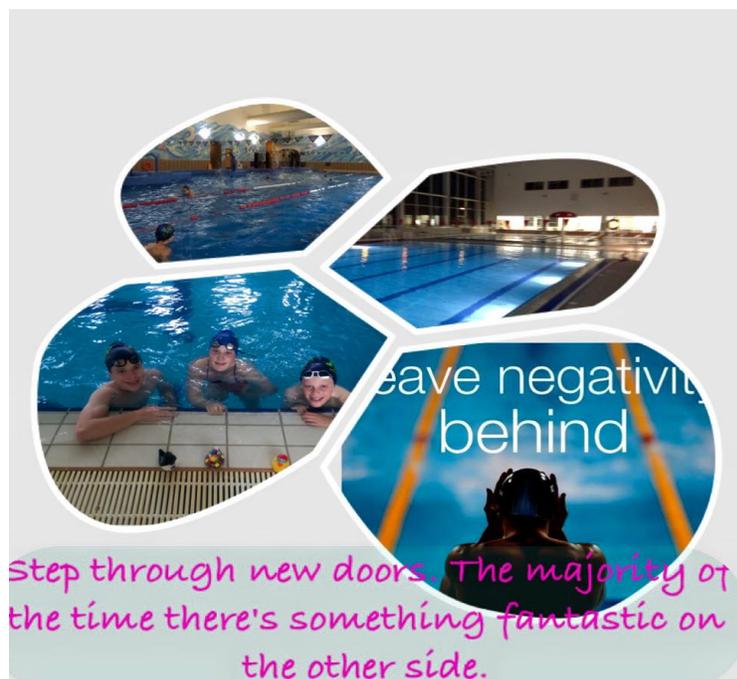


# NEW ROSS SWIMMING CLUB

## CLUB HANDBOOK

2025-2026



# A Small club Big Heart



## Introduction to Club Rulebook

### Club Description

- New Ross Swimming Club (NRSC)
- Established in 1977
- New Ross Swimming Club is open to both competitive & non-competitive Swimmers
- We are based at the Apex, New Ross

### Objectives of the Club

- To foster and develop swimming and its participants
- To promote the teaching/coaching and practice of swimming in line with current best practice
- To promote the development of physical, moral and social qualities associated with sport, within the participants
- 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.
- New Ross Swimming Club is fully committed to safeguarding the well-being of its members. Every individual in New Ross 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 New Ross Swimming Club and the guidelines contained in the 'Swim Ireland Safeguarding Children Policies and Procedures 2019 or most up to date equivalent.

### NEW ROSS SWIMMING CLUB ETHOS

New Ross Swimming Club aims to identify and develop the best aquatic athletes in order to support them to achieve their goal

Our programme is designed to encourage swimmers of all abilities to enter a competitive environment with enjoyment and fun.

We aim to support our athletes along the aquatic pathway and develop their skills for Life.

Squads are structured so that swimmers can naturally progress to reach their individual levels of ambition and ability

To achieve this, regular competition is provided at all levels, in order to enhance performance and act as a measure of progress to achieve their own personal success at all levels.

We encourage our swimmers to

- **To support each other as team members**
- **Give 100% commitment to training**
- **Be resilient and challenge themselves**
- **Show Respect for fellow swimmers, clubs and coaching staff**

## **Section 1 - Membership**

### **Becoming a member**

Membership of New Ross Swimming Club is accepted at the discretion of the club management committee. The membership year is from (1<sup>st</sup> September) annually. New Ross Swimming Club is an affiliated member of Swim Ireland, registration fees are also paid annually to Swim Ireland.

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

1. Club membership form
  2. Relevant code of conduct
  3. Standing order/ direct debit form
- } Attached at appendix 1B, 2 & 3 A

### **Codes of Conduct**

One of the basic policies for all members is the Codes of Conduct. The codes of conduct identify a standard of behavior that is expected for all the individuals involved in sport.

Breaches of the codes of conduct will be dealt with through the complaints and disciplinary process with the emphasis on resolution through the informal route.

The relevant code of conduct should be signed annually by young people, parents, committee members, leaders, coaches and teachers, returned to Club Secretary and they will be kept on record.

### **Joining the club**

The entry standard is to be able to swim 25m front crawl, backstroke & breaststroke. Trials for joining the club are offered on a monthly basis. If you are interested in becoming a member please contact the club secretary at [newrossswimmingclub@gmail.com](mailto:newrossswimmingclub@gmail.com) or club membership [memberships@newrossswimmingclub.com](mailto:memberships@newrossswimmingclub.com) Places will be offered based on availability.

New Ross Swimming Club endeavors to facilitate all athletes who wish to become members of the club. If you or your child/ children have any special requirements please contact the club secretary.

For information on accessibility to the facility/ facilities please contact club secretary at [newrossswimmingclub@gmail.com](mailto:newrossswimmingclub@gmail.com) with your requirements.

### **Membership Fees**

Club fees are monthly by direct debit/ standing order

Invoices will be issued when fees are overdue.

**Fees must be paid a month in advance.**

Payment options available: Bank transfer, direct debit, standing order, cheque, cash. Cheques must be made payable to New Ross Swimming Club

Any queries regarding club fees should be directed to club treasurer [nrsc.billing@gmail.com](mailto:nrsc.billing@gmail.com)

**Payment Methods:**

The preferred method of payment is by bank transfer to the following bank account at

Bank: Permanent TSB

A/C Name: New Ross Swimming Club.

BIC: IPBSIE2D

IBAN: IE22 IPBS 9906 3725 6016 44

Note: Place the swimmer's name in the payment description, so that we can recognise who is making the payment.

**Unpaid fees that are outstanding for more than one month may be referred to the club complaints and disciplinary committee and may result in sanctions in accordance with Swim Ireland Complaints and Disciplinary procedures.**

**Fee Structure**

Each member is required to pay club fees. The annual Swim Ireland fee is also mandatory, full details of fees are listed below.

	<p>Swim Ireland Fees are €100 per person each year</p>
	<p>Squad Team Fees See Below Reminder: Non-payment of fees may result in sanctions in accordance with SI complaints and disciplinary procedures</p>

Squads	Fees	Annual Fees €
Performance Pathway Squad - 16hrs	165	1815
Junior Performance Squad - 12 hrs	135	1485
Junior Development Squad - 8 hrs	115	1150
Intermediate Squad - 4 hrs	100	1000
Junior Skills Squad - 3hrs	80	800
Aqua Ducks Squad – 1 hr	45	450

**\*\*Performance Pathway & Junior Performance are charged over a 11-month period and Junior Development, Intermediate, Junior Skills & Aqua Ducks over 10 months**

**\*Gala fees are paid separately**

**WE DO NOT OPERATE A PAY AS YOU**

### **Squads/ Teams**

We currently have 6 squads

Performance Pathway squad – 16 hours pool time (8 times per week)

Junior Performance Squad – 12 hours pool time (6 times per week)

Junior Development Squad – 8 hours pool time (4 times per week)

Intermediate Skills Squad - 4 hours pool time (2 times per week)

Junior Skills Squad – 3 hours pool time – (3 times per week)

Aqua Ducks Squad – 1 hour pool time – (1 time per week)

Swimmers train in the squads appropriate for the swimmer and as they advance through the squads the following factors determine their moves:

- The swimmer's ability, age & development
- The times the swimmer achieves at competition and training
- Their attendance at training sessions &
- Subject to the availability of places in the squad

**Please refer to the Squad Structure 2025-2026 for further details**



**Session Timetable**

Squad/ Team Name		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Performance Pathway Squad	AM	5.45am – 8am	5.45am – 8am		5.45am – 8am	5.45am – 8am	6.45am - 9am	6:30am – 8.45am Waterford
	PM	17.45pm – 20.00pm			17.15pm-19:30 pm			
Junior Performance Squad	AM	5.45am – 8am		5.45am – 8am		5.45am – 8am	6.45am – 9am	
	PM	17.45pm – 20.00 pm					South East Development Squad Enniscorthy 17.00-19.00	
Junior Development Squad	AM			5.45am – 8am			6.45am - 9am	7.45am – 10am Apex
	PM				17.15pm-19.30pm			
Intermediate Squad	AM			5.45am - 8am				7.45am-10am
	PM							
Junior Skills Squad	AM						8.45am-10am	7.45-9am
	PM		18.15-19.30 pm					
Aqua Ducks Squad	AM							
	PM						17.00-18.00 pm	

**SP** – Senior Performance – Performance Pathway/ **JP** – Junior Performance / **JD** – Junior Development / **IS** – Intermediate Skills / **JS** – Junior Skills / **AD** – Aqua Ducks

\*All sessions take place at the Apex with the exception of Saturday evening & Sunday mornings for Performance Pathway & Junior Performance squads

Retention	Squad	COACHING / OFFICIATING OTHER SPORTS HEALTHY LIFESTYLE Swimming For Life	VOLUNTEERING COACHING & OFFICIATING
Train to Win	A	High Performance	Aquatic Fitness and Other Aquatic Disciplines Water Safety, triathlon and Masters
Train to Compete	A J1	Performance	
Train to Train	J1 J2	Development	
Swim Skills	B1 B2	SWIM SKILLS Talent ID Level 8 New Ross Swimming Club	
FUNDamentals	C Squad	Learn to Swim Programmes Up to Level 8	RECREATIONAL

#### LTAD Journey

The 'development' diagram shows the stages a child would progress through from their first involvement in the sport through the left hand route to international performance, or right hand route to recreational participation as part of a healthy lifestyle.

## **Drop Off and Collection**

Swimmers are required to be on poolside (15 minutes) prior to the start of their session for land based warm up. Children under 18 will remain the responsibility of their parent/ guardian until the start of the pool session.

**Parents/ guardians should not drop off children without ensuring there is a parent on duty and coach on duty to conduct the session.**

Parents/ guardians should ensure their child can change themselves or remain with the child if they require assistance. Parents/ guardians should arrive promptly at the end of session to collect children as the club cannot be responsible for athletes once the session has finished.

## **Supervision**

**All pool and dry land sessions must be supervised in accordance with Swim Ireland policy.**

All parents are expected to help with the supervision of Rota.

Please see below for guidance on supervision requirements.

- The rota will be organised in advanced and communicated to all involved – This rota is sent out by email
- An individual on the rota is responsible for their own replacement in the event they cannot fulfill their obligation
- The parent/supervisor should arrive (15 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.
- The parent/supervisor should have a full view and hearing of the pool area at all times; you will be asked to sit on deck.
- The parent/supervisor should not interfere with the coaching or teaching of the session.
- 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.

## **Duties of the parent on duty**

1. Ensure an attendance record for the session is kept – Please complete the online Deck Duty Form ([Link](#))
2. Be aware of children leaving and returning to pool, e.g. a child should return to the pool after visiting the toilet
3. Allow the coach/teacher freedom to get on with the session – sometimes coaches or teachers need to feedback to individuals on one to one basis, this should be in open view
4. 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
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 the 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 will lead to the session being canceled and may result in sanctions in accordance with SI complaints and disciplinary procedures for the parent concerned.

## **Transfers**

If a member wishes to leave New Ross Swimming 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 you transfer to another club you will cease to be a member in New Ross Swimming Club.

## **Club AGM**

New Ross Swimming Club holds an AGM annually in either September or October. Members are requested to attend and contribute to the successful running of the club.

Committee members are elected annually; these positions are filled by members and parents of members in the club. At the AGM the officers and head coach will provide an annual report to 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 the 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.

### **Club Gear**

Essential kit for training includes: swimsuit, swim hat (Sliver Training & Navy Galas) and goggles.

The following kit is ideal for starting off swimming- junior squads, it includes

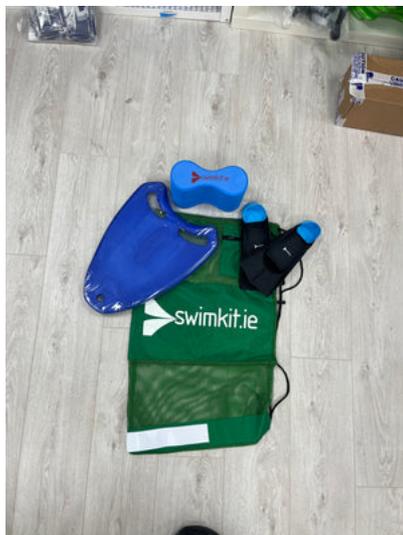
#### Galway Entry Level Kit

Swimkit fins

Swimkit Mesh Bag

Swimkit pullbuoy

Swimkit board



#### **Pull buoy (all Squads)**

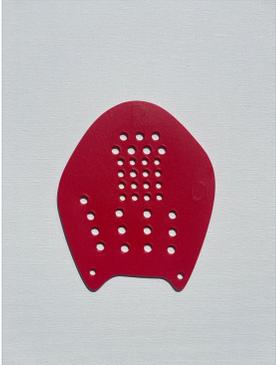


#### **Kickboard (all squads)**

## Watery swim board - Streamline



Hand Paddles (Intermediate Skills Squad up)  
Strokemaker Paddles



Fins (Intermediate Skills Squads up)  
HYDRO TECH 2 FIN

Super soft silicone for unsurpassed comfort. V Rail design creates more surface area to increase kick thrust.



Snorkel (Junior Development Squad up)

## Arena center snorkel - Swim Pro III



Other recommended equipment includes:

Sliders (all squads)

Water bottle (all squads)

Coach/ teacher will advise of other kit which may be required.

New Ross Swimming Club hats must be worn at training sessions (Sliver) and competitions (Navy). Hats are available from Club Kit Officer, Senior Squad Hat holder and Junior Squad Hat holder.

Additional club gear available is optional and can be ordered from the club: T-Shirt, Hoody & Shorts - Orders will be taken by club secretary/ Club Kit Officer twice a year.

## 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, Coach Liaison Officer, 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 is up, eligibility for re-election is revoked for a period of 2 years. Meetings take place monthly.

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

All communication by the committee will be done by text and email, please ensure you have provided correct contact details to the club secretary.

### Current committee

Position	Name	Phone Number	Email address
Chairperson	Lorcan Cousins		<a href="mailto:chairpersonnrsc@gmail.com">chairpersonnrsc@gmail.com</a>
Club Secretary	Phyllis Mullins	0879966185	<a href="mailto:newrosssimmingclub@gmail.com">newrosssimmingclub@gmail.com</a>
Treasurer	Pedro Gallardo		<a href="mailto:_nrsc.billing@gmail.com">_nrsc.billing@gmail.com</a>
Membership Secretary	Nicola Kehoe		<a href="mailto:memebershipnrsc@gmail.com">memebershipnrsc@gmail.com</a>
Designated person/CCO	Rob Amis & Helene Power		<a href="mailto:nrsc.cco@gmail.com">nrsc.cco@gmail.com</a>
Competition Secretary	John Bayley		<a href="mailto:nrscgalasec@gmail.com">nrscgalasec@gmail.com</a>
Coach Liaison	Coaching Team		

### 2. Club Children's Officer (CCO)

New Ross Swimming Club is committed to the creation of a child centered atmosphere within our club. 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 is available through (phone, email or meetings).

The CCO must be a Swim Ireland member, vetted through Swim Ireland/ Swim Leister 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 relevant code of conduct.

	<b>Name</b>	<b>Phone Number</b>	<b>Email address</b>
CCO	Helene Power	085 7481200	<a href="mailto:nrsc.cco@gmail.com">nrsc.cco@gmail.com</a>
	Rob Amis	0871481889	

### **3. Coaches and Teachers**

Coaches and teachers in (club) have the responsibility for teaching 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 athletes and must not hold committee positions if they are coaching/ teaching for more than 3 hours weekly. The recruitment of all (club) coaches and teachers is in accordance with 'Swim Ireland Safeguarding Children Policies and Procedures 2010', the Employment Rights (Northern Ireland) Order 1996, 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 Licencing is mandatory for all coaches and teachers; the following is required for coaches and teachers to be licensed:

- Membership of Swim Ireland through (club or associate)
- Completion is the last 5 years of ISC or SNI Children in Sport Awareness Workshop (Code of Ethics)
- Garda Vetting through Swim Ireland/ Swim Ulster
- Hold an ASA/SI Qualification or equivalent which must be ASA/SI Level 1 or above
- Evidence of practical teaching or coaching in the 12 months prior to application
- Evidence of attending the required number of Swim Ireland accredited CPD courses
- Passport size photo

<b>Position</b>	<b>Name</b>	<b>Email address</b>
Head Coach	Fran Ronan	fran.nrsc@gmail.com
Coach	Eddie Downey	
Coach	Marion Galvin	
Coach	Noah Cowman	
Coach	Sarah Ryan	sarah.nrsc@gmail.com
Coach	Paul Allen	<a href="mailto:paul.nrsc@gmail.com">paul.nrsc@gmail.com</a>
Coach	Niamh Finnerty	
Aqua Ducks	Grainne Murphy	

### **4. Team Managers/ Chaperones**

Team managers are appointed for all events and away trips. Parents are expected to help and are encouraged to get involved by attending team manager courses. The club needs properly trained people/staff to take responsibility for young people at competitions and away trips. Team managers work with coaches to ensure athletes are supported and supervised when they are away from their parents. The team manager, in conjunction with the 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, vetted through Swim Ireland/ Swim Ulster prior to taking up their position. The team managers must complete the relevant child protection course and a team manager course. Team managers must abide by and annually sign the relevant code of conduct.

The club travel policy is on the Swim Ireland website.

### **5. Officials**

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

Officials are an essential part of competition for all clubs. New Ross Swimming Club is required to provide officials at regional and national competitions and parents will be asked to assist with these roles. Training will be provided as necessary.

If you are interested in volunteering in any of these roles please contact the Gala Secretary.

## Section 3 - Facility Information and Emergency Action Plan

### The APEX

#### Main Pool:

- Length 25m
  - Width 12.5m
  - Depth shallow end 1.1m
  - Depth deep end 2.0m
- Description 6 Lane Deck Level Pool

## Emergency Action Plan – Apex Leisure Centre

On hearing the fire/emergency alarm:

- All swimmers exit the swimming pool and follow the instructions of the staff members/coach
- Leave the building immediately using the nearest exit, without stopping to collect belongings.
- Proceed to the assembly point, quickly without panic or running - *The Assemble Point for the Apex Sport-Health & Leisure Centre is AT THE FAR SIDE OF THE CAR PARK.*
- Report to the Fire Marshal and remain at the assembly point until told that it is safe to re-enter by a Senior Fire Brigade Officer or the Fire Safety Manager/Deputy Fire Safety Manager

## Section 4 - General Club Information

### Competitions

Details of the upcoming competitions and the closing date for entries will be displayed on the OnDeck app.

An email will be sent out to athletes in the run up to competition. Some competitions have qualification criteria included in the competition information and it is important to make sure that the athletes have reached the required criteria before submitting the entry form.

**Coaches will advise athletes on competitions they should enter and all entries must be submitted through (gala secretary at [galasecnrsc@gmail.com](mailto:galasecnrsc@gmail.com)).**

A helpful Gala Guide is included at [Appendix 4](#)

### Photography and Filming

In line with Swim Ireland policy New Ross 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. New Ross Swimming Club will not name children in photographs and any image will be in keeping with the ethos of the sport.

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 the 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 photographs taken out of the pool.**

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

## **Complaints and Disciplinary Procedures**

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

The full complaints and disciplinary procedure are available on the Swim Ireland website or through the club secretary

### **Discipline**

The disciplinary processes for young people and adults are in place to ensure fair and consistent measures for issues such as breaches of rules of codes of conduct. The procedures clearly state the circumstances under which these may be imposed in order to ensure a process that is fair for all young people 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 speak to the secretary directly if you wish to make a complaint.

## **Club Links and Policies**

Club website	<a href="http://www.newrossswimmingclub.ie">www.newrossswimmingclub.ie</a>
Swim Ireland	<a href="http://www.swimireland.ie">www.swimireland.ie</a>
Swim Leinster	<a href="http://www.swimleinster.com">www.swimleinster.com</a>

## **Swim Ireland Policies and Procedures**

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

- Complaints and disciplinary rules and procedures
- Safeguarding children policies and procedures:
  - Codes of conduct
  - Photography and filming policy
  - Physical contact policy
  - Recruitment policy and procedure
  - Supervision policy
  - Traveling policy
  - Well-being policy
  - Anti-bullying policy

# **Appendix 4 – Gala Guide**

Swimming Competition Pathway 2024-2025 Season. The document below explains the pathway that Swim Ireland has 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 2012 will swim as a 12-year-old during 2024 and a 13-year-old during 2025. This applies to all competitions except for schools which will be defined as age on 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 an 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 Pathway sets out the competitions to be held Regionally and Nationally throughout the year. These are classified and shown in the Competition Pathway diagram

	Competition Type	Diagram Colour Code
	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	
(f)	Regional Championships	
(g)	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 Regional and National Competitions subject to them meeting specific meet license 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: 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 2024-2025 season, athletes born 2016 to 2012. 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.

(e) Future Challenger Series & Aspiring Champions Series: Athletes aged 13/14 years who have previously competed in the Aspiring Championships Series cannot enter the Future Challenger Series and athletes 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 provided they are held within the qualification period. 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 Regional and National Championship events 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 may be in place to support athlete development and manage meet timeline

(f) Regional Championships Regional SC Championships: Age Groups: Male and Female 13-16, 17/18, 19 & Over (for meet qualification purposes only) 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 National Winter 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 except for 400m, 800m and 1500m events, which will be Heat Declared Winner events. Times achieved can be used to enter the Irish Summer National Age Group Championships and Irish Summer National Youth & Senior Championships. Qualification standard: Qualifying and Consideration Times

(g) National Championships Irish National Winter Championships (25m): Age Groups: Male and Female 13-16, 17/18, 19 & Over (for meet qualification purposes only) Athletes must be at least 13 years of age to enter this meet. Short Course and Hytek converted Long Course times achieved in any Level 3 licensed onshore or similarly licensed offshore meet can be used for entry. Consideration Times must have been achieved as per the meet conditions. 'A', 'B' and 'C' finals according to the meet conditions in all events except for 800m and 1500m events, which will be Heat Declared Winner events. Qualification standard: Consideration Times

Irish Open Championships (50m): Age Groups: 13-16, 17/18, 19 & Over (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. Consideration times must have been achieved as per the meet conditions. A range of Open and Junior (18 & under) finals will be offered according to the meet conditions. 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 and Consideration Times and Short Course Consideration 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 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 & Consideration 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 Qualification and Consideration 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 & Consideration Times A reminder that all athletes, coaches and team managers must agree to the Swim Ireland Code of Conduct and should always abide by this. Anyone who is in breach of the Code will be reprimanded. Officials are volunteers who give of their time freely and should always be treated with respect. Clubs attending Offshore meets may nominate these for qualification for Irish National Meets. Approval must be sought from Swim Ireland in advance of traveling 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.

### **How to enter a gala**

Entering into any gala will be done through TeamUnify. The gala secretary will invite swimmers that are eligible to enter based on the criteria set by the gala organisers.

***If you are unsure as to which event you/your child should enter, please speak to the coach.***

Please read the gala pack carefully before you decide to enter a gala. The pack will have information such as:

- Where the gala will be held
- When the gala will be held
- Time of the gala (starts and the time you need to be there for warm-up)
- The cost of entering an event in the gala.
- Any other information relevant to the gala. For example, spectator entry fee, parking etc.

### **Arriving at a gala**

Always arrive on time. The swimmer should let the coach/team manager know that they have arrived. Parents are not permitted on the pool deck or in specific coach/ swimmer areas unless timekeeping or carrying out official duties. The Coach will have to prepare a "scratch sheet" normally about 15 – 20 minutes into the warm up session. 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 carbohydrates (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, chilies) 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)
- Club hat (bring a spare in case one rips) NAVY competition Hats
- 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 swimmer's 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 to certain areas which lead to the 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.

### **Personal Belongings at Galas**

Bring as little as possible. Valuables such as I-pods, phones, tablets are best locked away or left at home.

### **Terminology**

**PB** Personal Best Time

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

**HDW** Heat declared winner (No finals will 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 who will post them on our website.

NEVER leave the 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.