

## Meet Information

### Pool Location | Venue Address

Sir Owen G Glenn National Aquatic Centre  
17 Antares Place, Mairangi Bay, Auckland



### Swimming New Zealand Contacts

Keegan McCauley  
Events Manager  
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Shannon Courtney  
Marketing & Comms Officer  
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### Meet Director

Lesley Huckins  
[huckinz@xtra.co.nz](mailto:huckinz@xtra.co.nz)

### Host Regional Association

Swimming Auckland  
Tel 09 448 1480  
[info@akswim.co.nz](mailto:info@akswim.co.nz)

### Pre-Meet Training Times

The pool will be available on Saturday 1 October from 8am – 12 Noon and 3.00pm – 7.00pm  
Pool entry is free for training at these times.

Access will be through the main entrance of the complex. Clubs/Regions that wish to train outside these times will have to organize their own times with the pool and pay pool entry.

### Session Times

<b>Session 1 Sunday AM</b>	Warm Up	Heats Start	Session End
	7.15 – 8.50am	9.00am	12.20pm
<b>Session 2 Sunday PM</b>	Warm Up	Finals Start	Session End
	4.30 – 5.50pm	6.00pm	8.35pm
<b>Session 3 Monday AM</b>	Warm Up	Heats Start	Session End
	7.15 – 8.50am	9.00am	12.10pm
<b>Session 4 Monday PM</b>	Warm Up	Finals Start	Session End
	4.15pm – 5.50pm	6.00pm	8.20pm
<b>Session 5 Tuesday AM</b>	Warm Up	Heats Start	Session End
	7.15 – 8.50am	9.00am	12.00pm

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<b>Session 6 Tuesday PM</b>	Warm Up 4.15 – 5.50pm	Finals Start 6.00pm	Session End 9.00pm
<b>Session 7 Wednesday AM</b>	Warm Up 7.15 – 8.50am	Heats Start 9.00am	Session End 12.30pm
<b>Session 8 Wednesday PM</b>	Warm Up 4.15 – 5.50pm	Finals Start 6.00pm	Session End 7.50pm
<b>Session 9 Thursday AM</b>	Warm Up 7.15 – 8.50am	Heats Start 9.00am	Session End 1.00pm
<b>Session 10 Thursday PM</b>	Warm Up 4.15 – 5.50pm	Finals Start 6.00pm	Session End 8.20pm

## Set up of Competition

The morning sessions will be timed finals seeded slowest to fastest. With the last six (6) timed finals in each event consisting of the top 10 in the following age groups 13 years, 14 years, 15 years, 16 years, 17 & 18 years, and 19 & over (Open) based on entry times.

The evening sessions will be open finals based on the number on swimmers who competed in each event in the morning based on the following:

A final only - less than 30 swimmers, A & B finals - 30 swimmers, AB & C finals – 40 swimmers, ABC & D finals 50 swimmers.

## Warm-up Procedure

SNZ use a standard Warm-up Procedure for all National Competitions. Please refer to the Warm-up procedure document on the SNZ website.

## Marshalling Process

Marshalling for the meet will take place at the grandstand side of the small training pool. The area will be easily identifiable within the complex.

### Morning Timed Finals:

Swimmers will need to self-marshall for all morning events. All swimmers are required to marshal for relays. Swimsuits will be checked at marshalling for legality.

### Evening Finals:

Swimmers will need to marshal in the grandstand side of the small training pool 4 races prior to their final and remain in the marshalling area. All swimmers are required to marshal for relays. Swimsuits will be checked at marshalling for legality.

## Withdrawals

**Withdrawals from session 1 need to be submitted by 12noon on Saturday 1st to ensure the programme will be ready for distribution between 3-7pm. These can be emailed through to [keegan@swimming.org.nz](mailto:keegan@swimming.org.nz).**

**All other withdrawals from morning sessions need to be submitted prior to the end of the preceding evening session. Withdrawals from the evening sessions (finals) need to be submitted to the control room within 30 minutes of the completion of the morning session.**

## Collection of Packs

Packs for team managers including the Session 1 Programme, souvenir programmes and passes must be collected by **Club Team Managers** on Saturday 1 October between 3pm and 7pm.

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## Passes

Passes will be issued to all swimmers, coaches and team managers as detailed on the Regional Association Coaches and Managers Form. Passes will be included in the club packs. Passes must be worn while on pool deck and anyone not wearing a pass will be asked to move to the spectator's area.

## Pool Access

### Swimmers/Coaches/Team Managers:

Access to the pool for swimmers, coaches and managers is via the front main entrance. Pool staff will be on hand to ensure that passes are being presented. If you do not have a valid pass – you will be required to pay the appropriate admission fee.

### Spectators:

Spectators will need to access the pool via the event entrance from 8am in the morning and 5pm for evening sessions. This entrance is to the right of the main pool entrance and will be sign posted.

**\*Please note** – Given the number of swimmers/coaches/managers, there will be limited capacity for spectators. If the complex is deemed to be full by AUT staff, the complex will be closed to additional spectators as required.

Spectators are not allowed on pool deck. AUT staff will also be monitoring the fire exit/clearways to ensure that spectators are not blocking access.

## Officials Information

### Officials meeting

An Officials Meeting will be held on Sunday 2 October at 8.15am in the Athlete Holding Room. This will commence at the conclusion of breakfast on the first day of competition.

### Officials Catering

Morning tea will be available from 7.30am to 8:15am for morning sessions and afternoon tea will be available from 4.30pm to 5.15pm for evening sessions from the Athlete Holding Room.

We encourage officials to have a water bottle that they can take with them onto poolside.

### Officials Function

SNZ and the Meet Director will advise of the location and time of the Officials Function during the meet.

## Seating

There will be 1 rotation of seating during the Championships. The seating plan will be posted on the SNZ website. Clubs/Regions are asked to ensure that swimmers with allocated seating do not procure additional seats. Spectator seating is limited.

## Session Programmes and Results

Finals Session Programmes will be placed in the regional boxes next to the main entrance. Relay and Withdrawal forms will be available from here also. Session programme numbers are based on the regional coaches and managers' form.

## Results

Results for the 2016 Short Course Championships will be posted as soon as possible in the complex. Live Results will be available on the 2016 Short Course Championship event page on the SNZ Website. The results for each event will be uploaded once the event has been signed off.

## Disqualifications

Disqualifications will be announced and a copy of the DQ form put in the Regional Boxes.

## Backstroke Ledges

During Competition it will be the competitor's choice to use the backstroke ledges or not. Please let the IOT for your lane know before your event if you would like it removed. They are not to be removed by swimmers.

## Timelines

Timelines will be included in both the morning and evening Session Programmes. The times shown are approximate and races may start before or after the times indicated. It is the swimmers' responsibility to be at marshalling at the appropriate time (i.e. 4 races before a swimmer's scheduled race).

## Spectator Charges

Session Pass: \$4.00

Tickets are available online through the Swimming New Zealand shop. More ticketing information can be found [here](#).

Session programmes will be available for purchase at the main entrance of the pool for \$3.00 per session.

## Parking

Parking is available at the front and rear of the aquatic centre. There is limited parking around the pool. If you are travelling with a team, please where necessary reduce the number of vehicles you are travelling in.

## Victory Ceremonies

The Victory Ceremony Timetable will be included in the programmes and a musical fanfare will be used to indicate the start of each Victory Ceremony. Victory ceremonies will take place immediately after the following race.

Swimmers who are not present WILL NOT RECEIVE THEIR MEDAL. Substitutes may be used if swimmers are in other races or in marshalling, however they must be of the same gender as the swimmer due to be receiving the medal.

IMMEDIATELY after finishing their race AND BEFORE warming down the TOP 3 swimmers must go to the presentation area. They must advise the presentation official they are present.

We will endeavor to run the victory ceremonies as timetabled. 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.
- Tracksuit bottoms or shorts are NOT required.

## Merchandise

Merchandise for the Short Course Championships will be available at the meet. Race suits and other swim products are also available from Teamline on their online shop and from their poolside shop. Find everything you need on their website [www.teamline.co.nz](http://www.teamline.co.nz). Pre-Orders that can be collected at the meet.

## Banner placement

Swimming New Zealand will have signage at the 2016 Short Course Championships; this signage will take precedence for position over regional and club banners. Banners are not to be hung on the glass balustrade at the front of the grand stand. SNZ reserves the right to remove any banners that are not

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in appropriate areas, conflict with event signage and/or sponsors, or are impeding the view of spectators.

## **Certificates**

Certificates for 2016 New Zealand Short Course Championships will be sent to regions and clubs after the competition from the SNZ office.

## **Team Managers Meeting**

There will be a team managers meeting on Sunday 1<sup>st</sup> October at 4pm in the main grandstand above the AOD room. We ask that all club team managers and regional team managers attend.

## **Coach Function**

Swimming New Zealand would like to invite all coaches on Saturday 1st October at 7.00pm upstairs at Millennium in the Finish Line room, to welcome our new Head Coach – Jerry Olszewski.

## **Wholefood Café and Store**

Wholefood Café and Store found in the foyer to the National Aquatic Centre would be happy to cater for teams and have a special offer: Eggs any style + regular Coffee \$10 (bookings only)  
louis@wholefood.co.nz 0273736977.

## **Photography**

All media are required to have completed a media accreditation form available from the Swimming New Zealand website. Spectators bringing a professional camera or video camera to the event (i.e not a smartphone) will be required to register your use of this camera upon arrival at the spectator entry.