

GENERAL INFORMATION

31 March – 4 April 2020, Sir Owen G. Glenn National Aquatic Centre, Auckland

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.

This is a living document and amendments may be made. For the latest information, please check to the Event Page on the [Swimming New Zealand website](#) to ensure you have the correct version.

Meet Contacts

Anthony Bowler

Event Manager
021 569 436

events@swimming.org.nz

Technical Director

TBC

Venue Address

Sir Owen G Glenn National
Aquatic Centre
14 Antares Place
Rosedale
Auckland 0630

Entry Information

Entries Open 31 January 2020

Entry Deadline

Individual Entries close TUESDAY 10 March 2020 at 11.59pm.

Late entries will be accepted for 24hrs only via swimmers My Page. A late entry fee will be applied in addition to individual entry fees.

Relay Entries close WEDNESDAY 11 March 2020 at 11.59pm.

Entry Process

All entries, including Para, must be submitted via the SNZ National Database. Individuals will be able to access and complete their entries online via their MyPage.

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

Qualification Criteria

The qualifying period is from **1 January 2019 to 8 March 2020.**

The qualifying times are 50m Long Course times. Only Long Course times can be used for qualification. All swimmers shall only enter qualified events.

Swimming New Zealand do not accept converted times for entry into this meet. Only results from approved meets will be able to be used as qualifying times. A list of approved results can be found [here](#).

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.

Entry Fees

NZ athlete online entry fees are \$22.50NZD per individual event and \$45.00NZD for relay events.

International or manual entry fees are \$25.00NZD per individual event and \$50.00NZD for relay events.

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 withdrawals 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 events@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 to the competition starting.

Event Specifications

Finals

For 50m, 100m, 200m and 400m events there will be A and B finals. B finals will be swum when there are 20 swimmers that competed in the morning heats.

The Open Championship placing's will be determined from the A final. B finals will not score at this championship. **Please note that B Finals will be swum prior to the A Finals.** Both A and B Final Swimmers will be marshalled at the same time.

Timed Finals

The 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.

Relays

Relays will be timed-finals with all timed-finals being swum at the end of the final's session. Relay events can be entered by a national selection team (for selection purposes), a club team or a regional/zonal team. Priority of selection to teams will be in that order. Medals will be awarded to the top 3 clubs. [Click here](#) for how to enter Relays.

Psych Sheets

Preliminary Psych Sheets will be posted on the Swimming New Zealand website on **Thursday 12 March 2020.**

Corrections and changes to psych sheets are to be sent to events@swimming.org.nz by **11.59pm on Sunday 15 March 2020.**

Final Psych Sheets will be posted on the Swimming New Zealand on **Monday 6 March 2020.**

Pre-Meet Training

Pre-event training is as follows: **Monday 30 March 2020: 8.00–12.00pm & 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 organise their own times with the pool and pay entry. Lanes should be booked in advance.

Withdrawals

Withdrawals from events for Session One are required to be submitted at the Team Managers meeting held the day prior to the start of the meet. Any withdrawals for Timed Finals on Day One submitted after the meeting will incur a withdrawal fee of \$50 (NZD).

Withdrawals from finals need to be submitted within 30 minutes following the official results being published. Any competitor or team who withdraws from finals more than 30 minutes following the official results being published shall pay without excuse to SNZ a withdrawal fee of \$50.00 (NZD).

As some events are 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.*

Protests

Protests must be submitted to the referee, in writing, on the protest form by the team manager only within 30 minutes following the conclusion of the respective event. 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.

Other T's & C's

Event Photography and Livestreaming

Participants who have entered this event agree to allow photograph, video multimedia or film likeness taken by accredited photographers to be used for any legitimate purpose by Swimming New Zealand or others as approved by Swimming New Zealand.

Medal Ceremonies

There is to be strictly NO PHOTOGRAPHY in 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.

Athlete Competition Information

Session Times

- Heat Sessions: Warm Up 8.00am – 9.50am, 10.00am start
- Final Sessions: Warm Up 5.00pm – 6.30pm, 7.00pm start

Pool Access

Swimmers/Coaches/Team Managers:

Access to the pool for all swimmers, coaches and team managers is via the swimmer's entrance at the far end of the building, **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.

Para Athletes

The 2020 New Zealand Open Championships are open to Para swimmers who have a national classification or higher. If a swimmer has a provisional classification and has been confirmed a spot for national classification, that swimmer may still enter provided they meet the qualifying times.

Heats and finals will only take place for events which are a Tokyo 2020 Paralympic Games event for a Para swimmer's classification – which are decided by World Para Swimming.

For events which are specific to certain classifications, priority will be given to swimmers whom the race is a Paralympic event – i.e. if an S10 swimmer wishes to compete in 200m free (a Paralympic event for S1-5 and S14) a final will only take place if a S1-5 or S14 swimmer is competing in it. If a final is run, the S10 swimmer may swim in the final and be eligible for medals. However, if there are 9 swimmers in the event, priority for qualification to the final will be given to the swimmer who's the event is a Paralympic event.

A heat swim will still be available for the para events listed in the programme even if it is a non-Paralympic event for a swimmer. If you wish to compete in a non-Paralympic event, please contact National Para Swimming Development Coordinator, Cameron Leslie, on cameron@swimming.org.nz to seek clarification on relevant qualification times.

If there are enough S14 swimmers entered, Swimming New Zealand will seek to race them all together in their own standalone finals.

Medals will be distributed based on the World Para Swimming points system (similar to the percentage of the world record calculation).

For a full list of Paralympic events for Tokyo 2020 see the events page [here](#).

Parking

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

Please note: Paid parking has been recently introduced at AUT Millennium, 90 minutes free with a cost of \$2.00 per hour thereafter. Additional parking information at www.autmillennium.org.nz/parking. All day parking will cost \$10.00.

Athlete Seating

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.

If your team is seated in the upstairs grandstand please dry off in the changing rooms before proceeding up the stairs.

Strapping

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

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. As per SNZ Health and Safety guidelines fins and paddles are not permitted during warm up.

The main race pool will be available for Warm Ups prior to racing. In addition, five lanes in the pool in the main AUT Millennium complex will be available for Warm Up/Cool Down from 10.00-12.30pm and 6.30-9.00pm.

The main race pool will close for Cool Down 45min after the conclusion of racing but should not be used during Medal Ceremonies.

In addition to a dedicated lane during the warm up period Para Athletes will have their own dedicated warm up/cool down pool at the carpark end of the building.

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 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

All **A FINAL winners** in the evening sessions will be asked to complete a short winner interview at the conclusion of the race.

Opening Ceremony

An opening ceremony will be held at the start of **Session 2 on Tuesday 31 March starting at 6.40pm.**

Each region is to provide two representatives in uniform for the march past. These people are to assemble by the main swimmer's entrance at 6.30pm.

Victory Ceremonies

Medals shall be awarded for the 1st, 2nd and 3rd New Zealanders in all events.

Visitor medals will be awarded to any International competitor who places.

As the event is livestreamed please ensure that medals aren't removed from around winners' necks until well clear of the medal dais.

The Victory Ceremony Timetable will be included in the final's 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.

IT IS AN EXPECTATION THAT ALL SWIMMERS ARE PRESENT AND DRESSED APPROPRIATELY TO RECEIVE THEIR MEDAL.

Club/Regional Team Managers Information

Accreditation

Teams are required to complete the coaches and managers form on their team personnel attending the meet. Event passes will be allocated to clubs based on this information. The deadline for Coach and Manager accreditation is **Wednesday 12 March at 9.00am**.

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

Accreditation Criteria

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.

Club Coaches who have a membership category other than 'coach' may apply to SNZ for accreditation, but this is not additional to the ratio.

Managers must be an active member on the Swimming New Zealand database. They can be registered as [volunteer membership type](#). They are not permitted to be undertaking any coaching on pool deck.

Swimmers, Coaches and Managers will all be issued an accreditation pass, these must be worn while on pool deck or to access restricted areas, anyone not wearing a pass will be denied entry.

Accreditation must be completed via the Database. The deadline for accreditation is 24hrs after entries close. Due to printing requirements late names cannot be accepted.

Anyone without accreditation will need to purchase a spectator ticket.

Managers Meeting

There will be a team manager meeting held on **Monday 30 March at 5.00pm** at the venue, room to be confirmed. Regional and Club Managers will be given a brief run-down of meet activities, expectations of swimmers and clubs and general delivery of the event. Each club is asked to have at least one representative at the meeting to ensure all information is delivered back to the swimmers.

Team Event Packs

Team Event Packs can be collected from pool reception from **9am on 30 March 2020** and must be collected by Regional or Club Team Managers.

Disqualifications

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

Results

Results will be posted around the pool:

- On the wall next to the learn to swim pool.
- On the wall between the changing rooms on the entrance side of the pool.

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

A PDF of each session's results will be posted on the events page at the conclusion of each session.

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.

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

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).

Merchandise

Merchandise for the Open Championships is available for pre-purchase. 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

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.

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.

Spectator Information

Spectator tickets will be available for purchase online via [Eventbrite](#) from **1 February 2020 at 9.00am.**

Session programmes will be available online via the [Event Page](#) or Meet Mobile.

Spectator Entry

Spectators will access the pool via the main entrance from 8:00am in the morning and 5:00pm for evening session. Spectators will have access to the pool via the event entrance and are not to access the pool deck, if you are on pool deck without a correct pass you will be asked to move back to the spectator area.

Parking

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

Please note: Paid parking has been recently introduced at AUT Millennium, 90 minutes free with a cost of \$2.00 per hour thereafter. All day parking will cost \$10.00.

Additional parking information at www.autmillennium.org.nz/parking.

Photography

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 Event Management Staff will, at their sole discretion, determine whether or not an item is intended for personal or commercial use.

Please note: All sessions for the 2020 NZ Open Championships will be livestreamed, more information will be available on the Swimming New Zealand Website.