



SA Regional Level 3 Championships

20 - 23 March 2024



- Delville Swimming Pool
GAUTENG

20 - 23 March 2024



sport, arts & culture
Department:
Sport, Arts and Culture
REPUBLIC OF SOUTH AFRICA



Southern Sun



WWW.SWIMSA.ORG

1. **WELCOME**

- 1.1 Eastern Gauteng Aquatics would like to welcome all Swimmers; Coaches, Technical Officials and Parents to the SSA Regional Level 3 Competition. We wish everyone a successful competition.

2. **HOST, VENUE, DATES, SESSIONS & TIMES**

- 2.1 The 2024 SSA Regional Level 2 Competition is hosted on behalf of SSA and AG as follows:

HOST	EASTERN GAUTENG AQUATICS
VENUE	DELVILLE SWIMMING POOL ELSBURG ROAD, DELVILLE -26.2262654195, 28.1767614523
DATES	Wednesday 20 th March 2024 to Saturday 23 rd March 2024
SESSIONS & TIMES	DAY 1 TIMED FINALS START @ 17H00 DAY 2 HEATS START @ 08H00 DAY 3 HEATS START @ 08H00 DAY 4 HEATS START @ 08H00 FINALS START TIME 16H00 and is subject to change

3. **GENERAL SWIMMING COMPETITION RULES**

- 3.1 World Aquatics Technical Rules will apply to these Championships;
- 3.2 All Age Group Competitions will be club based;
- 3.3 The swimmer's age is at the first day of the competition
- 3.4 If the Finals cannot be completed due to weather conditions or any other reason and any section of a swimming program cannot be completed, the following will apply:
- 3.5 On the final day of the competition, Medals will be awarded as per the results of the Heats;
- 3.6 If circumstances require, any part of the program may be swum as timed finals;

4. EVENTS

- 4.1 All events will be heats and finals EXCEPT the 400m Freestyle which will be swum as Timed Finals on Day 1;
- 4.2 All events will be swum in a 10 Lane Format;
- 4.3 Heats will be swum together regardless of age according to submitted entry times;
- 4.4 If two or more times in the heats are the same for 10th place in the final, 1st or 2nd reserve for the final a swim off will take place after the heats session for that session
- 4.5 Any swimmer who does not want to participate in the swim-off must withdraw;
- 4.6 In the event of only one swimmer remains or stays for the swim-off, that swimmer will take the 10th place in the final, 1st or 2nd reserve;
- 4.7 If all the swimmers withdraw or that none of the swimmers stay for the swim-off, the next placed swimmer will automatically be placed in the final, 1st or 2nd reserve;
- 4.8 Alternates must report for Finals;

5. ENTRIES & PAYMENT

- 5.1 Entries and payment must be processed via your District – District will process entries to province;
- 5.2 Entries sent directly to SSA will not be accepted;
- 5.3 The following documents must accompany the entry files:
- 5.4 Events zip file from Team Manager by name which must include the proof of entry and the converted time;
- 5.5 Entry report in PDF by name and event number;
- 5.6 Proof of payment with the entry fees report summary from Team Manager;
- 5.7 An excel spreadsheet for entries;
- 5.8 NB: Please also note that the late entry fees after the first closing date is three times the original entry fees per **event there after 10 x original entry fees will be at the managers meeting;**

6. WITHDRAWALS

- 6.1 Pre-competition at the Manager's Meeting – NO CHARGE; After the Manager's Meeting, withdrawals will be accepted 1 hour before the start of the next session;
- 6.2 Only Team Leaders may withdraw competitors;
- 6.3 Withdrawals made outside this time limit will be fined R200-00 per event;
- 6.4 A Penalty of R300-00 will be imposed for any "No Shows" for Heats and Finals;
- 6.5 Withdrawals from the finals must be done within 30 Minutes of the Results being announced for that event;
- 6.6 Swimmers will not be permitted to swim his/her next event if the "No Show" Penalty has not been paid prior to the next event;
- 6.7 Withdrawal must be done by the Team Leader in the Admin Hub;
- 6.8 If a Swimmer does fall ill, a Doctor's Note must be presented together with the Withdrawal Form;

- 6.9 If the Referee deems a swimmer to have deliberately false started or not performing to the swimmer's capabilities then the swimmer will be fined R500.00 and will be withdrawn from all further events that session, including relays if they fall in that session;
- 6.10 Payment can be made in the Admin Office by Debit or Credit Card;

7. AGE GROUPS

- 7.1 Age determined on the first day of the Gala;
- 7.2 Level 3 age group will be 11&U, 12, 13, 14, 15, 16 and 17 -19;

8. WARM UP PROCEDURE

- 8.1 A warm up schedule will be made available to all teams once entries are finalized;
- 8.2 Only registered Coaches are allowed on Pool Deck for warm up;
- 8.3 No parents are allowed on Pool deck during warm up or during the gala – Parents may not act as a coach and begin warm ups with their swimmers;
- 8.4 The Disability Swimmers warm up lane is lane 0;
- 8.5 No other swimmers are permitted in this lane;
- 8.6 Diving lanes will be 1 and 9;
- 8.7 Swimmers are requested not to exit the pool over the touch pads, should any swimmer seen doing this the club will be fined R1,000-00;

9. COMMUNICATION

- 9.1 Coaches and Team Leaders are invited to join the What's App Group via the following Link for all communication in the run up to and during the Championships;
- 9.2 NB: Please note that this what's App group is for Coaches and Team Leaders only
- 9.3 **LINK:** <https://chat.whatsapp.com/EpQJEBYR4EP3m63YZJ9LwE>

10. COACHES

- 10.1 Only registered Coaches are permitted on pool deck;
- 10.2 **Coaches details are to be completed on this link**
<https://forms.gle/1iqh3rrRWYv1r8FX9>
- 10.3 An area next to the pool in front of the Officials room will be set up for registered **Coaches only**; Coaches will have a clear view of their swimmers, the finish and the ETD Board. **The Medic Area is Out of Bounds**;
- 10.4 We ask **that NO swimmers or parents utilize this space.** This will also be addressed at the Team Leader's meeting;
- 10.5 Coaches are invited for tea/coffee in the Officials Tea room from **08H00 to 08H30** **where-after the Officials Tea Room will be closed**;

11. TEAM LEADERS

- 11.1 All participating clubs are to appoint a Team Leader for the duration of the Championships.
- 11.2 Team Leaders details are to **be submitted on the following link by MONDAY 11th March 2024** <https://forms.gle/XsyRBaBJXJUmj8MP6>
- 11.3 Team Leaders should be registered as Officials or registered Administrators;
- 11.4 Clubs who are not represented and who do not comply with the rules concerning entries will not receive any concessions.
- 11.5 The Team Leaders meeting will be held on **Thursday 21st March 2024 at 07:00** at Delville Swimming Pool in the Call Room Marquee;

12. OFFICIALS

- 12.1 The names of SSA Registered, trained and available Officials are to be completed on the attached spreadsheet and uploaded on the following link:
<https://forms.gle/ifZvzfiYMRmnBaL99>
- 12.2 A final Roster and allocation of Officials will be at SSA's discretion depending on the number of swimmers entered into the Championships;
- 12.3 Officials are to report for duty 30 Minutes prior to the start of each session in the Officials Team Room;
- 12.4 As per the requirement from Swimming South Africa the following Officials are required for these championships:

Number of Swimmers	Technical Officials Required Per Session
1-4 Swimmers	1 Judge per session
5 – 10 Swimmers	1 Judge; 1 Timekeeper
11 Over Swimmers	2 Judges; 2 Timekeepers

12.5 OFFICIALS DRESS CODE

- 12.5.1 All Technical Officials must be correctly attired.

HEATS	DISTRICT WHITE SHIRT; NAVY SHORTS OR LONGS
FINALS	DISTRICT WHITE SHIRT, NAVY LONGS
FOOTWEAR	WHITE OR MOSTLY WHITE CLOSED SHOES/TRAINERS
WEATHER PROTECTION	WHITE DRI-MAC/JACKET
SUN PROTECTION	NAVY OR WHITE SUN HAT/CAP
NOT PERMITTED	Denim Jeans; Denim Shorts; Cropped Tops or flip-flops/bare feet

13. ACCESS TO THE POOL:

- 13.1 **Swimmers & Coaches ONLY** may enter the pool from **05H45** through the double green gates situated next to the main facility;
- 13.2 Parents may not enter the facility through these gates;
- 13.3 Spectators, Officials and Team Leaders are to enter through the main entrance gate;
- 13.4 Officials and Team leaders will be required to sign in at this gate.
- 13.5 **There will be no ticket sales at the gate for security reasons – all tickets must be purchased via the QUICKET LINK mentioned in this letter (Paragraph 20)**
- 13.6 **For security reasons the main entrance gate will be locked at 10H00; thereafter entry & exit may only be made through the double green gate on the side of the main entrance.**
- 13.7 If these spectators cannot produce a ticket at this gate after 10H00 the entry fee will be R200-00;

14. CONTROL ROOM & ADMINISTRATIVE SERVICE POINT

- 14.1 The Control Room and Recording Office is OUT OF BOUNDS to coaches, parents and swimmers;
- 14.2 No coach, parent or swimmer will be allowed in the Control Room unless they have been called by an SSA/AG/EGA Official;
- 14.3 Only Team Managers are permitted to enter the Control Room for queries;
- 14.4 Only Team Leaders may lodge objections;

15. PROTESTS

- 15.1 Protests and/or appeals must be lodged with the referee as per WA Rule FR9.2 together with a R200-00 deposit which is refundable if the appeal is upheld;
- 15.2 Appeals must be submitted within 30 minutes of the completion of the respective race;
- 15.3 If conditions causing a potential appeal are noted prior to the race or competition an appeal must be lodged before the starting signal is given;
- 15.4 No video footage of photos will be permitted for the use of a protest;
- 15.5 In the case of a dispute, the dispute/protest will be referred to a Panel for a final decision;
- 15.6 The Referee's decision will be final;

16. MEDALS & CEREMONIES

- 16.1 Opening Ceremony – Managers should instruct Swimmers on respectful behaviour during the performing of the National Anthem and Opening Speeches
- 16.2 The Welcome Ceremony will be held on Thursday **21st March 2024**; All swimmers are to report by 07H45 to the marshalling area for the march on;
- 16.3 Medal Ceremony – Swimmers must present themselves in good time and correctly attired; The correct attire is closed shoes, long pants and a club top or a full tracksuit;

17. SWIMWEAR

- 17.1 Swimmers are permitted to wear ONE costume
- 17.2 NO Power / Balance bands will be permitted
- 17.3 NO Strapping will be permitted.

18. CALL ROOM (MARSHALLING)

- 18.1 Team Leaders are to ensure their swimmers report to the Clerk of the Course timeously for their event;
- 18.2 The Call Room Supervisor will call events on the Level 3 What's App Group;
- 18.3 When swimmers report they will report to a 1st Call Room (1st Call Room Supervisor) and then to the Call Room (2nd Call Room Supervisor);
- 18.4 Swimmers that miss their race will **NOT** be placed in an alternative heat;
- 18.5 Team Leaders must accompany the relay teams to the marshalling marquee;
- 18.6 Swimmers and the Clerks of the Course are the only persons allowed in the marshalling marquee;
- 18.7 The marshalling marquee is out of bounds for parents;
- 18.8 Parents are not to engage with any swimmers before a race in the marshalling marquee;
- 18.9 If any swimmer is found to be misbehaving, in contravention of the Fair Play, Dignity and Integrity ethics code, or disrespectful to the Clerk of the Course, the swimmer will be removed from the entry list immediately.

19. MEDIC

- 19.1 Our Paramedic is on duty and is positioned on poolside next to the Officials tea room.

20. GENERAL INFORMATION

20.1 SPECTATORS

Spectators are requested to purchase their tickets on the following QUICKET LINK:

<https://gkt.io/HOqZBg>

- 20.1.1 NO UNAUTHORISED media or individuals will be permitted on the pool deck

20.2 POOL ACCESS/ENTRANCE

- 20.2.1 Gates will open at 05H45 daily
- 20.2.2 Spectators, Technical Officials and Team Leaders are to make use of the main entrance gate.
- 20.2.3 Swimmers and Coaches are to make use of the Green Gate which is situated next to the main entrance to enter the facility:
- 20.2.4 Officials will be requested to sign in on the Officials Roster at this entrance;

20.3 PARKING

20.3.1 Inside Pool Grounds:

Parking within the pool grounds is reserved for the Ekurhuleni Pool Staff only;

20.3.2 **Outside Main Gate:**

This area is not a general parking area but the Emergency Assembly Point and for reserved parking only;

This is not a drop off or pick up area;

This area will be monitored by security so please request your club members not to request parking in this area;

20.3.3 **General Parking area:**

For security reasons, EGA recommends that you park in the allocated area between the athletics stadium and pool area. Security will be provided in this parking area. Please note parking is at your own risk;

20.4 **GAZEBOS**

20.4.1 Clubs are requested to bring their own Gazebo's for their swimmers. There will be no marquees available;

20.4.2 Gazebo areas on poolside are to be booked via the link that will be provided on the **LEVEL 2 & 3 What's App Groups;**

This link will be sent out on THURSDAY 14th March at 08H30am and responses will be used for both competitions; If there are clubs that will only be at Delville for Level 3 then their spot will be allocated to the first booking after #12 for Level 2;

20.4.3 As soon as the first 12 spots are booked, the link will close;

20.4.4 Clubs will be allocated areas as per the responses received via the link;

20.4.5 Clubs can put their Gazebo's up between 12:00 & 14:00 on Wednesday 20th March;

20.4.6 Clubs are restricted to **1** gazebo positioned on pool side with the shortest side being on poolside and the longest towards the back;

20.4.7 The 2nd gazebo can be positioned behind the poolside gazebo but is not to encroach on the pathway where paramedics are to get through should the need arise;

20.4.8 If a club has a double gazebo, this will be seen as two single gazebos. **NO EXCEPTIONS** in this regard;

20.4.9 Any other gazebo's are to be positioned after the pathway on the grass area;

20.4.10 Clubs will be asked to remove any gazebo's that are placed next to each other on poolside or encroaching on the pathway;

20.4.11 Clubs are requested to be considerate towards one another with regards to space;

20.5 **OTHER INFORMATION**

20.5.1 Please NOTE that as per the City of Ekurhuleni **NO VEHICLES ARE ALLOWED INSIDE THE POOL AREA TO OFFLOAD** any gazebos or equipment; A fine of R1,000-00 will be imposed on the club should this request be ignored.

- 20.5.2 **NO ALCOHOL WILL BE PERMITTED ON THE PREMISES.** Random searches will be carried out at the gates as per the City's Department of Health and Safety.
- 20.5.3 Any person found to be in possession of beverages containing alcohol or under the influence of alcohol will be in contravention of the City's By-Laws and the Club to which they belong will be withdrawn from the championship;
- 20.5.4 Any person found to be in possession of a weapon will be in contravention of the City's By-Laws and the Club to which they belong will be withdrawn from the championship and will face disciplinary procedures;
- 20.5.5 **NO FIRES or GAS BRAAIS** are permitted on the premises for personal use;
- 20.5.6 Clubs are requested to keep their areas clean to minimize attracting bees;
- 20.5.7 Bins are placed on the grand stand and grass areas and are cleared regularly.
- 20.5.8 Dustbin bags are available at the Admin Hub;
- 20.5.9 Although Eastern Gauteng Aquatics provide overnight security we request that items such as chairs/stretchers etc. be secured over night; Eastern Gauteng Aquatics do not take responsibility for any injury, loss or damage to property during these championships.

20.6 SMOKING POLICY

- 20.6.1 In terms of the City of Ekurhuleni by-laws smoking and use of any tobacco products including Vape is prohibited in all areas of the facility;
- 20.6.2 Smoking will only be permitted outside the pool facility;
- 20.6.3 Should anyone be found contravening this policy a R1,000-00 fine will be issued to the Club;

20.7 LOST PROPERTY

- 20.7.1 Eastern Gauteng Aquatics, City of Ekurhuleni, and the staff of Delville Swimming Pool take no responsibility for the loss or damage of property;

20.8 VENDORS

- 20.8.1 Approved and Certified Vendors will be available for the duration of the championships;

20.9 PHOTOGRAPHER

- 20.9.1 Our approved and registered Photographer will be available throughout the championships.
- 20.9.2 Please arrange any special photos that you would like directly with Colleen on what's App +27 82 433 6897;
- 20.9.3 Please complete the Photography Consent form on this link
<https://forms.gle/ZsTCRAhiuXv1Ej7DA>

20.10 GENERAL HOUSEKEEPING

It is the responsibility of EGA to ensure that the grounds, grandstand and the bathroom facilities are kept clean throughout our championships please request your members to keep the areas where they are seated as tidy as possible.

21. ACCOMMODATION

21.1 There are a number of accommodation establishments in close proximity to Delville Swimming Pool

21.1.1 Lions Rest Guest House

Address: 6 Anderson Lane, Lambton, Germiston, Gauteng

21.1.2 African Elephant Guest House

Address: 31 Russel Street, Lambton, Germiston, Gauteng

21.1.3 Road Lodge Germiston Lake

Address: Corner of Lake Road and Chapman Road, Denlee Ext 1, Germiston, Gauteng

We thank you for your participation in these Championships and look forward to hosting you as our guests.

Please feel free to contact me on loc@easterngautengaquatics.co.za or **What's App Message** should you have any queries with regards to these championships.

Yours in swimming

Lauren le Roux

LOC Convenor

073 146 7291