



## 2018 NZ JUNIOR FESTIVAL – AQUAKNIGHTS

Rotorua Aquatic Centre, Rotorua  
16-18 February 2018

### **General Information**

Swimming New Zealand rules and regulations govern this competition.

This meet is open to financial, registered (at the time of competition) Swimming New Zealand Competitive Swimmers. 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**

#### **Rachael Goodall**

Event Manager

021 569 436

[events@swimming.org.nz](mailto:events@swimming.org.nz)

#### **Johnson Raela**

SNZ Comms & Digital

021 027 17007

[johnson@swimming.org.nz](mailto:johnson@swimming.org.nz)

#### **Host Region**

Swimming Bay of Plenty

Bronwen Radford

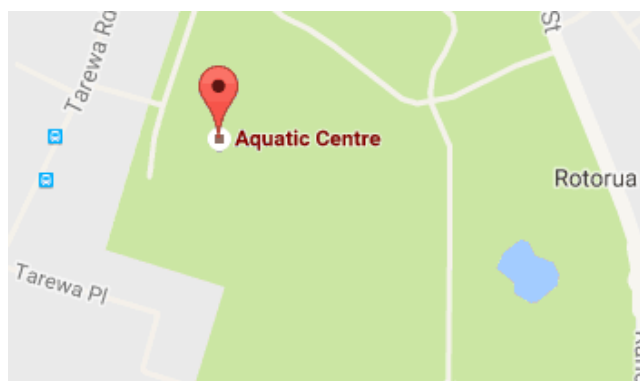
[bronwen.radford@xtra.co.nz](mailto:bronwen.radford@xtra.co.nz)

### **Venue Information**

[Rotorua Aquatic Centre](#)

18 Tarewa Road

Rotorua



### **Parking**

There is limited parking around the pool. Rotorua Aquatic Centre management has requested that teams do not use more transport than is necessary and ensure you take all your valuables with you when you leave your car.

### **Pool Access**

Swimmers/Coaches/Team Managers:

Access to the pool for all spectators, swimmers, coaches and team managers is via the side gate on the Kuirau Park side with your accreditation. Pool personnel 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.



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**Note: Gate opening times are as below, there will be NO access to the pool complex prior to these times.**

Friday 16 February	Session one	1:00pm
Saturday 17 February	Session two	6:45am
Saturday 17 February	Session three	2:45pm
Sunday 18 February	Session four	6:45am

Spectators:

Spectators access is also through the side gate and do not to access the pool deck. Spectators will not be allowed on pool deck, anyone who does not have an SNZ pass will be asked to move back to the spectator area.

Officials:

Officials access is through the back gate and not through the main entrance. All officials will need to sign in on entry.

**Spectator Charges**

Door Entry: \$4.00 per session

Tickets will not be available for pre-purchase through the Swimming New Zealand shop. Tickets will only be available via door sales at the spectator (side) entrance to the pool, and NOT the main entrance.

Session programmes will be available for purchase at the spectator entrance to the pool. Session programmes: \$3.00 per session

**General Entry Information**

**Entry Deadline**

**TUESDAY 30 JANUARY 2018** at 11.59pm. Late entries will not be accepted. **NO REFUNDS** for any withdrawals (including medical) will be given once entries have closed.

**Entry Process**

All entries 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.

**Entry Fees**

Entry fees are \$15.00NZD per individual event and \$30.00NZD 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 and regions that have not paid the required entry fees at the closing date of entries will be invoiced by Swimming New Zealand.



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### **Qualification Criteria**

**Age as at 16 FEBRUARY 2018.**

The qualifying period is from 1 January 2017 to 28 January 2018.

The qualifying times are 25m Short Course times. Qualifying times swum in pools other than 25m pools must be converted using the SNZ Conversions.

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.

All swimmers shall only enter qualified events. Swimmers must have achieved a qualifying time in the 100m, 200m or 400m IM to be eligible to enter this meet (They do not need to enter an IM, they only need to meet the qualifying time). Any swimmers that haven't met this criteria once entries have closed will be removed from the meet.

### **Relays**

Relays will be club relays and swum as 12 & Under. Only swimmers who have met the qualifying time and entered at least one individual event in this competition may be entered into relay events. Mixed relays consist of 2 males and 2 female swimmers.

### **Psych Sheets**

Preliminary Psych Sheets will be posted on the Swimming New Zealand website on **THURSDAY 1 FEBRUARY 2018.**

Corrections and changes to psych sheets are to be sent to [events@swimming.org.nz](mailto:events@swimming.org.nz) by **11:00am FRIDAY 2 FEBRUARY 2018.**

Final Psych Sheets will be posted on the Swimming New Zealand website on **11:00am FRIDAY 2 FEBRUARY 2018**

### **Withdrawals/Scratchings**

Withdrawals will be as detailed in SNZ Regulation 3. The fine for failure to withdraw from a final is \$50.00. Note: All New Zealand Junior Festival Events are timed finals and SNZ Regulation 3 applies.

*3.2 For timed-finals, withdrawals must be advised by the end of the session preceding the session with the timed final event.*

**Scratchings for session one should be submitted in person by the end of the Team Managers Meeting, 2.30pm on Friday 16 February.**

Scratchings for sessions two, three and four must be submitted to the control area by the completion of the preceding session.



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### Meet Photography

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.

### Accreditation Information

#### Accreditation

Clubs are required to complete [Coaches and Managers Registration Form](#) on behalf of their coaches and managers who will be attending the meet.

Forms must be completed **by Thursday 8 February 2018 by 5:00pm. Late entries will not be accepted.** Event passes will be allocated to Coaches and Managers based on this information.

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 as a [Premium or Associate Coach](#) and must be showing as financial and active in the Swimming New Zealand database.

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

Swimmers will all be issued a pass.

Passes must be worn while on pool deck, anyone not wearing a pass will be asked to move to the spectator's area.

### COMPETITION INFORMATION

#### 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

Self-marshalling will be employed during all sessions of the 2018 NZ Junior Festival. Swimmers will assemble behind the starting blocks 4 heats prior to their event.



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### Strapping

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

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### Collection of Packs

Club packs including passes must be collected by Team Managers from 1.00pm 16 February at the side gate entrance (Kuirau Park).

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### Seating

There will be no rotations 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.

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### Team Managers Meeting

There will be a team manager meeting held in the club room on **16 February at 2.30pm**. Team 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.

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### Session Programmes

Session programmes will be issued to regional team managers based on the number of Coaches/Managers detailed in the regional coaches and managers form.

Session programmes will be distributed to Regional Managers via the regional boxes.

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### Timelines

Timelines will be included in 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 heats before a swimmer scheduled race).

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### Results

Results will be posted in various locations around the pool.

Live results will be available via Meet Mobile and session results will be posted on the Swimming New Zealand Web page at the end of each session.

The results for each event will be uploaded onto the SNZ database once the event has been signed off.

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### Disqualifications

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



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### Protests

If a swimmer is wanting to lodge a protest as per the possible reasons outlined in SNZ Regulation 4.1 it is to be submitted to the referee on the protest form by the team manager within 30 minutes following the conclusion of the specific event. The protest form needs to be accompanied by the protest fee of \$100NZD cash.

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### Opening Ceremony and March past

There will be an opening ceremony and march past for the meet prior to session one. Two or one athlete's from each club are to assemble at medal dias at 3.45pm. Club uniforms are to be worn. Pool cleared at 3.45pm for Opening ceremony to commence at 3.50pm.

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### Victory Ceremonies

The Victory Ceremony Timetable will be included in the finals programmes and will take place as per the timetable. Swimmers who are not present WILL NOT RECEIVE THEIR 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 endeavour 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 recommended.

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### Merchandise

Merchandise for the Junior Festival 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](http://www.teamline.co.nz)

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### Banner Placement

Swimming New Zealand encourages clubs and teams to bring banners to display at the 2018 NZ Junior Festival. SNZ Reserves the right to remove any banners that are not in appropriate areas or conflict with event signage and/or sponsors.

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### Officials Information

An officials meeting will be held on 16 February starting at 3pm in the club room. Technical Director, Gavin Ion, will conduct the meeting.

Officials are to wear either their SNZ Shirts or Regional shirt. Black trousers, shorts or skirts. There will be SNZ shirts available at the meet for purchase (\$20) if required.