

CHIPPENHAM AMATEUR SWIMMING CLUB
Founded 1877
Affiliated to Swim England



Chippenham Amateur Swimming Club

Open Meet Policy

The aim of this Policy is to set out the principals of CASC's Open Meet programme, how the programme is run, what Chippenham Amateur Swimming Club (CASC) will provide to swimmers and what CASC expects of swimmers and parents. In this Policy the term 'parent' includes guardians, carers and other adults who have parental responsibility for a CASC swimmer.

What are our aims?

CASC aims to provide an appropriate open meet programme throughout the competition year catering for the needs of CASC swimmers.

To provide a safe environment and structure for swimmers participating in such open meets.

How do we do this?

CASC has an Open Meet Co-Ordinator to run the programme.

How are Meets advertised?

The Co-Ordinator will email details of the open meet to CASC members using the email address provided to CASC either at the time of membership or any other email address provided by parents from time to time.

The Co-Ordinator will specify a deadline by which all CASC entries to that meet must be made. No entries will be accepted after this deadline. Payment of entry fees (cheque payable to Chippenham ASC or such other method as is notified in the email) must be made at the same time as the entries. No late payments or entries without payment will be accepted.

Only CASC members entering open meets through the Co-Ordinator will be permitted to compete in the name of CASC and be covered by Club insurance and welfare policies.

What can a swimmer expect?

The Co-Ordinator will submit all CASC entries to the Promoter as a bulk submission. No further entries will be accepted, nor changes made to events already selected.

No CASC swimmer or parent should seek to make direct contact with an open meet Promoter. Any questions or queries about a meet should be addressed to the Open Meet Co-Ordinator who will do their best to answer such questions or queries.

The Co-Ordinator will notify swimmers or parents of accepted and scratched entries, advise as to warm up times and any other relevant information ahead of the Meet.



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The Co-Ordinator will arrange for suitable team manager(s) to be present during the Meet when entries are made through the Co-Ordinator. Regular Team Managers will have attended the Team Manager Module 1 course, attended an approved Safeguarding course and hold a current DBS certificate.

What does CASC expect from swimmers and parents?

All entries are made in a single submission to the Co-Ordinator, payment is made at the same time as the entry.

All entry times put forward by swimmers/parents to the Co-Ordinator are correct and genuine.

CASC swimmers/parents will not ask either the CASC team managers or the Promoter for deck entries or seek to add events or change events already selected.

No CASC swimmer or parent should seek to make direct contact with an open meet Promoter without prior agreement of the Co-Ordinator.

Swimmers will arrive poolside at the appropriate time with the correct kit, equipment, food and drink and contact the Team Manager if they do not intend to participate or will be late.

Swimmers are to remain on the team bench at all times unless racing or with the specific agreement of the Team Manager.

Only Team Managers and swimmers competing in that session will be poolside during the Meet. No friends, relatives or other persons are permitted on the team bench.

Swimmers and parents are representing CASC so should behave in an appropriate and respectful manner at all times.

Parents must adhere to the CASC Code of Conduct for Parents/Carers.

Swimmers must adhere to CASC's Behaviour Agreement.

Swimmers and parents must respect the officials' judgement and refrain from approaching officials. If a swimmer or parent has a concern relating to a result or decision they should address such concerns to the CASC Team Manager and allow the Team Manager sufficient time to raise the matter with an appropriate Official, Referee or Promoter who should then be given adequate time to deal with it.

Swimmers and parents must adhere to any guidance or instruction as to which meets to attend, how many events to enter or other advice as provided, from time to time, by CASC Head Coach.