



Welcome to the Stafford Stingers

Congratulations on being a part of the Stafford State School Amateur Swimming Club. We are a friendly swimming club for children from primary and secondary school age groups. The club provides a fun environment to compete in regular Friday club nights as well as club championships and carnivals.

Please take the time to read this information booklet as it will have the answers to most of your questions surrounding the club and how it operates. If you have any queries please contact the club committee using the contact details in the front of this booklet. Volunteering

The swim club is run entirely by volunteers. We ask that you can respect the volunteers that have given their time to help run the club and also that you are prepared to put in some time to help out with club nights, carnivals and championships. There are many tasks that need to be performed in order to keep the club operating and this is not possible without volunteers putting in the effort.

Volunteering Requirements

The club implements a volunteer roster throughout the season. Please see the club office to put your name down for the roster or to make changes to the roster. Each family is required to volunteer on at least half the club nights they attend the club. There are many simple tasks that need to be filled: canteen duty, time-keeping, set up, pack up and many more jobs need to be performed.

The club will mark off the volunteering roster each club night. Families who do not fill the volunteering requirement for at least 50% of the club nights attended throughout the season will not be eligible to swim at championships or receive medals at the trophy presentation. Make sure your children don't miss out and ensure you meet the requirements.

Code of Conduct

All persons attending the club must abide by the code of conduct. This is also noted on the registration form that must be signed and agreed upon before registering with the club. The code of conduct is adopted from the Swimming Australia and asks that you be courteous and respectful to others and also to the equipment and venue. Anyone breaking the code of conduct may receive a warning from the committee or be suspended from attending club events. We do this to make the environment happy and enjoyable for all attending and appreciate your co-operation in this regard.

Note that the code of conduct applies equally to both swimmers and parents/carers who attend swimming club functions. It is parents/carers responsibility to ensure their children abide by the rules at all times. A summary of the main points of the code of conduct are below:

All patrons must agree to behave in a fair and reasonable manner to other swimmers, officials and volunteers; behave in a respectable manner, treating officials, volunteers, swimmers and the pool grounds and equipment with respect; act in a responsible manner and uphold safety and for yourself and those around you.

In addition all patrons must conduct themselves in a safe manner. A pool is a dangerous environment in many aspects. The pool must be treated with respect, the pool is surrounded by hard concrete and when

wet can be extremely slippery and accidents may occur. Stands are high and patrons could easily fall down if not careful. To keep yourself and others safe:

- No running
- No climbing on stands (sides of stands, climbing through the steps on the stands)
- No climbing or swimming on rails or posts
- No ball games around the pool

A full copy of the Swimming Australia code of conduct is available from the Stafford Stingers website - www.staffordstingers.com.au

Duty Of Care

Parents should ensure each child's fitness to engage in Club activities. Swimmers with open wounds or contagious skin conditions, by regulation, are not permitted to enter the pool.

Parents should ensure that their children are picked up from the Swimming Pool by an authorised, responsible adult. Parents and Swimming Club Officials should note that swimmers will not be allowed to depart the Pool area unless suitable arrangements have been made. This is to ensure the safety of our swimmers.

Registration

To participate in club activities swimmers must register their details with the club through a family registration form. This is available at the office, can be downloaded on the website or can be submitted online. Fees must be paid for a registration to become active.

Fees

Fees are payable either for the full season or per half of each season. The season is split into two blocks, being term 4 and term 1 of the following year.

The fee per swimmer is currently \$60 per season.

The club is reliant on fees to stay in operation. The fees paid to compete with the club do not completely cover costs, so please do the right thing and pay the fees for your swimmers. Non-payment of fees will result in:

- no points awarded for club-nights while fees are outstanding
- no events count for championship eligibility while fees are outstanding
- no trophies/medals are awarded while fees are outstanding

If swimmers do not wish to compete for medals or trophies they may attend casually on club nights. The fee for casual swimming is \$5 per night. Casual swimmers must register on the night by 6pm at the latest.

Fundraising

The club relies on money from fundraising to stay afloat. Money from fees does not completely cover the costs of the club operating. Throughout the year the club undertakes several fundraising opportunities, usually in the form of a sausage sizzle. Please consider contributing your time to help make these events a

success. If you have any suggestions for fundraising please contact a committee member or come along to a meeting and voice your ideas.

How Swim Club Works

Swim club consists of three main events: club nights, championships and carnivals.

Club Nights

Club nights are held on Friday evenings throughout term 4 and term 1. During club nights swimmers will compete in events along-side other swimmers of all ages, however they only compete directly against their own times. The aim of club nights is for swimmers to progress to faster times and distances. Each swimmer will earn points based on the differential between their time swum and their recorded best times. Swimmers with the most points in each category at the end of the season will be awarded trophies.

Nominations

All swimmers must nominate for the events they wish to compete in by no later than 11:59pm on the Thursday night before club night. Nominations are made online through the Swimtracker application at the following URL: <http://stafford.swimtracker.com.au>

To assist the club in preparing each meet, all nominations must be made online and cannot be emailed in or made in person on club night. New swimmers to the club are able to nominate at the pool on the first club night they attend; after their first club night all nominations must be made online.

You will receive a username and password upon registration. If there is an error in the system and you cannot nominate online you must contact the club prior to 11:59pm the Thursday before club night. The club will always endeavour to have every registered swimmer able to compete in their races, however non-nomination will result in no times or points being awarded for those swims.

Start time: 6:30pm (please be at the pool from 6pm for setup and warmups)

End time: 8:30pm (approx, time can vary depending on the number of events or swimmers on the night)

Cancellation - if a club night is cancelled for any reason the committee will send out an email to all registered email addresses as early as possible before the club night begins. Please also check Facebook and the club website for notifications. Club nights are usually not cancelled unless there is severe weather or lightning in the vicinity.

Progression: All swimmers must begin swimming in 12.5m distances regardless of age. Swimmers will progress to longer distances based on their ability and time. The referee will decide when a swimmer progresses from 12.5m to 25m, based on the swimmer's ability to perform the stroke correctly.

Progression from 25m to higher distances is based on making or beating the following times:

All strokes 12.5m to 25m

(Referee's decision based on stroke)

25m to 50m+

Freestyle: 25sec

Breaststroke: 30sec

Backstroke: 27sec

Butterfly: 27sec

Medley 50m in freestyle and one other stroke

Once a swimmer has reached the time to compete in a 50m race they may no longer compete in 25m for that stroke unless agreed upon by the committee and referee. Once a swimmer has reached the cut-off time they may compete in any longer distances - 50m, 100m, 200m etc.

Club Nights Points Schedule:

More than 2.5sec slower than best time for each swim 1

From 1.6sec to 2.5sec slower than best time 2

From 0.6sec to 1.5sec slower than best time 3

0.5sec either side of best time 4

From 0.6sec to 1.5sec faster than best time 5

From 1.6sec to 2.5sec faster than best time 6

More than 2.5sec faster than best time 7

*Note that best time is the best club night time only, championships and carnivals times are excluded. If a swimmer is disqualified then no points are awarded.

Points are tallied throughout the season and the top three swimmers gaining the most points in each category are awarded trophies.

Team Relay Competition

In addition to individual races relays will be run throughout the season.

Team relays will be held at the end of club nights throughout the season. Swimmers are able to make their own teams of four swimmers to compete in 4 x 25m freestyle relays at the end of club nights. Races will be run with handicap starts based on the combined personal bests of the swimmers involved. This will allow teams of slower and younger swimmers to compete against teams consisting of faster and older swimmers.

At the conclusion of the season the first three placed teams will be awarded the team relay trophies.

Championship Eligibility

Club night swims also count towards eligibility to compete in club championships. In order for a swimmer to compete in championships they must have swum at least 50% of the meets in the season for each stroke they wish to compete in, or if a swimmer has joined at the beginning of the term 1 block they must compete in all meets in the second block of the season to be eligible.

For the medley event qualification swims start counting from the first club night the swimmer becomes eligible to swim the medley event.

If a swimmer is not able to compete for medical reasons an application must be submitted in writing to the club committee for consideration.

Championships

Club championships are the pinnacle of the season and are held towards the end of the season usually on a Saturday afternoon. History has shown swimmers are able to achieve their best times in a day-time swim and this ensures the best competition between swimmers.

In addition to the meet attendance requirements the fastest six swimmers available in each category will be able to swim for championship medals. If more than six swimmers meet the requirements to swim at

championships then additional heats will be run if the swimmers are available; these additional heats will not be awarded championship medals for places.

Medals are awarded for the first three places in each eligible event.

Championship Events

The following events are swum at championships, events are split between male and female: Events are swum by age group, based on year of birth.

6 and under - 8 years: Breaststroke, Backstroke, Butterfly, Freestyle all 25m

9 years: Freestyle 50m

9 years: Breaststroke, Backstroke, Butterfly all 25m

10 years to 16 years and over: Breaststroke, Backstroke, Butterfly, Freestyle all 50m

Medley - 10 years and under, 11-13 years and 14 years and over, all 100m

Club Records

Club records may only be broken at the club championships. Any swimmer competing in championships is eligible to break a record.

Transition to 100th/second timing:

As timing is now recorded to 100th second there is a transition period where club records recorded to the nearest 100th second replace club records recorded to the nearest 10th second. If a club record is obtained in the same 10th of a second the record will be deemed equal to the previous record and a joint record will be recorded. If the record is broken and not in the same 10th second then the new record will replace the old record.

e.g. if the record is 29.7 seconds, and a time is recorded of 29.72 seconds this becomes equal to the record and a joint record is recorded. If a time is recorded at 29.69 seconds this becomes the new record.

Carnivals

Swimmers also have the chance to compete in carnivals throughout the year. Carnivals occur on weekends and the club attempts to secure a chance to compete in four carnivals a year. All swimmers are encouraged to compete in carnivals. Any swimmers who are able to swim 25m in a stroke will have the opportunity to swim. The carnival co-ordinator will send out the team selection for carnivals two weeks prior to the date. It is appreciated if you can respond with your attendance as soon as possible as selecting and co-ordinating events for carnivals is a time consuming task.

Awards and Prizes

Trophies and medallions are awarded based on points and swimmer achievements throughout the year. No trophies / prizes will be awarded if there are fees outstanding or if the volunteering roster requirements have not been met.

Aggregate Points

Form strokes: Points for form strokes are tallied up throughout the season. The swimmers with the highest three totals in any category are awarded a first, second or third place trophy depending on their standing. A form stroke is any of freestyle, breaststroke, backstroke or butterfly.

Age groups / categories are based on the following: 6 years and under, 7 years up until 15 years, then 16 years and over. Each category has separate winners for male and female swimmers.

Medley: points are tallied up for the medley strokes throughout the season. A first, second and third place trophy is awarded to the male and female with the most points overall across all age groups.

Alan Montgomery Shield: Awarded to the swimmer gaining most points in Graded Scratch Races (open to any age group). The recipient's name will be put on the Shield and he/she will receive a trophy to keep.

RW Mitchell Shield: Awarded to the swimmer 10 years of age or younger gaining most points in Graded Scratch Races. The recipient's name will be put on the Shield and he/she will receive a trophy to keep.

Morrie & Ray Birkbeck Shield: Awarded to the swimmer 11 to 13 years gaining most points in Graded Scratch Races. The recipient's name will be put on the Shield and he/she will receive a trophy to keep.

Barbara Hawgood Shield: Awarded to the swimmer 14 years & over gaining most points in Graded Scratch Races. The recipient's name will be put on the Shield and he/she will receive a trophy to keep.

Super Stinger Award: Presented to the swimmer who has shown excellent dedication to training, attendance at Club Nights and activities, as well as good team spirit with support to fellow members, adherence to Club rules and respectful appropriate behaviour to club officials at all times during the season. The committee will decide the recipient of this trophy.

Chairperson's Award: Awarded to the club member (swimmer or helper) who significantly contributes to the club. The Chairperson will decide the recipient.

Incentive Awards: Embroidered towels are awarded to swimmers who gain the most points in the Award Stroke in three age groups: 8 years and under, 9-11 years and 12 years and over, in club night swims as per the following schedule:

Freestyle: First 50% of meets in term 4.

Breaststroke: Last four 50% of meets in term 4.

Backstroke: First 50% of meets in term 1.

Butterfly: Last 50% of meets in term 1.

*If there is an odd number of meets in a term then the first 50% will include one extra meet than the last 50% of meets.

Once a swimmer has won one of these awards in a season, he/she is not eligible for another award during the same season.

Attendance Certificates

Awarded to swimmers who swim every club night for the season.

Club Captains Awards

Club captains and vice captains are presented with a commemorative award acknowledging their contribution to the club. Club captains and vice captains are also presented with an embroidered shirt the first year they earn captain or vice-captain status.

Club Captains

Club captains are chosen by a vote from the swimmers registered in the club. Captains will be elected on the third club night of every season. The executive committee must vote and OK the chosen captains as they have the ultimate say on whether the nominated swimmers can fulfil the role.

A boy and girls captain and vice-captain is to be chosen. A captain and vice-captain must be of senior primary school age (Year 6) at minimum.

Captains and vice-captains who nominate for the position must agree and sign a form detailing their acceptance of the responsibilities in the role. Failure to adhere to the accepted responsibilities can result in the captaincy or vice-captaincy being given to the next highest voted swimmer. A full list of responsibilities and roles for captains are available from the club office, or by contacting the committee.

Annual General Meeting

Club positions are elected at the annual general meeting or AGM. The next held on the third Tuesday in July following the completion of the season.

Club Committee and Positions

The club committee has the following positions. Please consider volunteering for a position on the committee at the next annual general meeting or making yourself available for roles throughout the season.

Executive Committee

Chairperson - oversee the club committee and operations. Responsible for ensuring the continued operation of the club. Chairs meetings and represents the club at functions, presentation days and other events.

Vice-chairperson - support the chairperson in their role and available to take on the role of chairperson should the chairperson be absent.

Secretary - assist with regular club operations, main point of contact for the club and deals with correspondence from club patrons. Records minutes at meetings.

Treasurer - oversee the bookkeeping and finances of the club. Makes banking deposits, ensures any expenses are paid on time and provides regular financial reports at meetings.

Committee / Officials

Referees - adjudicates swimming events and enforces the swimming rules for each event.

Race marshals - responsible for organising swimmers for events on club nights and during carnivals and ensuring swimmers are allocated to their correct lane.

Recorder - operates the timing system for the swimming club. Works in conjunction with the referee, starter and race marshal to operate the events throughout the night.

Chief timekeeper - records times against the fastest lane in each event and adjudicates times in the result of a timing error or discrepancy.

Chief nominator - operates the club's online nomination system and ultimately makes the correct events available to the recorder on club nights, carnivals and championships.

Chief judge - judges and home carnivals and championships. The chief judge has the ultimate decision on placings in each event, overriding the other judges.

Announcer - announces events and notices during club nights, carnivals and championships.

Canteen convenor - operates the canteen schedule, assists with canteen operation and organises / orders food for sale on club nights, carnivals and championships.

Events / fundraising co-ordinator - organises fundraising events and other events throughout the season.

Off the blocks / social media editor - puts together the weekly newsletter that is provided to club patrons throughout the season and manages announcements and communications through social media platforms.

Carnival co-ordinator - organises and selects the carnival team, organises events and operates carnivals.

Trophy committee - orders the trophies for presentation day, assists with scheduling the presentation day events.

Timekeepers - provide timekeeping for club nights, carnivals and championships.

Timekeeping

Times are recorded to the nearest 100th of a second. All timing is recorded using electronic timing equipment. There should be a minimum of two time-keepers per lane for club nights, championships and carnivals, however in the event there is not enough time-keepers available one time-keeper per lane is permitted for club nights and carnivals only. As championships are eligible for club records at least two timekeepers are required per lane.

If the event of a malfunction of a timekeeping device the head timekeeper can make a decision based on the circumstances surrounding the failure. If there is one valid time recorded with no obvious error then then valid time from a single device is to be taken. If times are being recorded for a club record the head time-keeper will be timing the fastest lane with an electronic device. In this instance the head time-keeper's time will be used to determine the final time recorded for that lane. This will ensure at least two times are available for a lane when determining a club record.

If there are two times available for a lane, the times are split and the mid-point is taken as the official time. If there are three times recorded for a lane then the middle time will be taken as the official time. This is in accordance with FINA standards for swimming timing. All times are recorded and automatically submitted to the online computer system. All times can be retrieved online through the system, please check online for times instead of asking officials to look up times on the night.

Judging

Places are determined by the judges for club championships and carnivals. The judges' decision is final irrespective of times recorded for those lanes.

These rules apply to all meets hosted by Stafford State School Amateur Swimming Club. Specific rules may apply to carnivals and other events, if so they will be published prior to the event taking place and apply in addition to these rules.

Swimming Attire

Swim suits: In general any swimwear that does not give an advantage to swimmers is acceptable. Suits that provide extra flotation such as those constructed with neoprene or similar material will not be accepted. There are no restrictions on the style of swim suit but it is strongly encouraged that swimmers wear suits that are suitable for racing. All swimmers are encouraged to wear Stafford suits / club colours.

Caps: Caps must be worn at all times when swimming.

Goggles: Goggles are not compulsory but encouraged.

Racing

Pre-race: The referee will signal when swimmers are to move to the blocks by a verbal instruction "approach the blocks". The referee will signal with a whistle when swimmers are to take their place on the blocks on in the pool for a backstroke start. On this whistle swimmers must take their places for the start. Any swimmers not present at the blocks by this time will not receive a result in the event.

The start: The starter will signal verbally for swimmers to "take their marks" on the block. Swimmers must assume the starting position. Once all swimmers are still the referee will signal to the starter they may start the race. From this moment onwards the race is deemed in progress and false starts will be recorded.

Starting position: Swimmers are either to get into the position they will take until they begin the race. For deep end starts this is on the blocks ready for a dive except for backstroke events which start in the pool. Swimmers are permitted to start all races in the water if they are not comfortable standing on the blocks. Swimmers are also permitted to start standing next to the blocks. However all are encouraged to start from the blocks as soon as possible as this provides the biggest advantage to the swimmers. Backstroke swimmers must start in the water and grip the backstroke start rail with two hands if possible. For shallow water starts one arm must be touching the wall regardless of the stroke being swum.

False start: If a swimmer makes any exaggerated movement from the ready signal from the referee until the starting gun has fired a false start will be recorded against the swimmer or team. i.e. a lunge forward before the starting gun has fired even if the swimmer has not left the blocks will be deemed a false start. In a relay if a subsequent swimmer breaks the starting position before the previous swimmer has touched the pool wall or rail that is also deemed a false start and the team will be disqualified.

Underwater distance: For 12.5m races no underwater swimming is permitted. On 25m and longer races swimmers may travel a maximum of 15m underwater before breaking the surface. For longer events this applies to each subsequent lap in addition to the initial dive.

Strokes (rules are extracts from Swimming QLD swimming rules):

Freestyle:

Freestyle means that the swimmer may swim any style, except for in individual medley or medley relay events; freestyle means any style other than backstroke, breaststroke or butterfly.

Some part of the swimmer must touch the wall upon completion of each length and at the finish.

Backstroke:

Swimmers must stay on their back for the duration of the race except at the turn.

During the turn the shoulders may be turned over the vertical to the breast after which a continuous single arm pull or a continuous simultaneous double arm pull may be used to initiate the turn. The swimmer must have returned to the position on the back upon leaving the wall.

Breaststroke:

After the start and after each turn, the swimmer may take one arm-stroke completely back to the legs during which the swimmer may be submerged. A single butterfly kick is permitted during the first arm-stroke, followed by a breaststroke kick.

The stroke cycle must be one arm-stroke and one leg kick in that order. All movements of the arms must be simultaneous and on the same horizontal plane without alternating movement. Hands must not go past the hips during the arm-stroke. The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under water except for the Final stroke before the turn, during the turn and for the Final stroke at the finish. During each complete cycle, some part of the swimmer's head must break the surface of the water. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke. All movements of the legs must be simultaneous and on the same horizontal plane without alternating movement.

The feet must be turned outwards during the propulsive part of the kick. A scissors, flutter or downward Butterfly kick is not permitted. Breaking the surface of the water with the feet is allowed unless followed by a downward Butterfly kick. It is not permitted for swimmers to roll onto their back at any time.

At each turn and at the finish of the race, the touch shall be made with both hands simultaneously at, above, or below the water level. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.

Butterfly:

Both arms must be brought forward together over the water and brought backward simultaneously throughout the race. All up and down movements of the legs must be simultaneous. The legs or feet need not be on the same level, but they must not alternate in relation to each other. A Breaststroke kicking movement is not permitted.

At each turn and at the finish of the race, the touch shall be made with both hands simultaneously, at, above or below the water surface.

It is not permitted for swimmers to roll onto their back at any time.

Medley: Medley order differs for individual or relay events.

Individual: Butterfly, backstroke, breaststroke, freestyle.

Relay order: Backstroke, breaststroke, butterfly, freestyle (water start).

All Strokes:

Some part of the swimmer must break the surface of the water throughout the race, except the swimmer can be completely submerged during the turn and for a distance of not more than 15m after the start and each turn. By that point, the head must have broken the surface.

Swimmers may touch the bottom of the pool but must not use the bottom for propulsion forward.

Swimmers must finish the race in the same lane that they started in.

Swimmers must not pull themselves along the lane ropes.

Disqualification:

Swimmers in 9 years and younger age groups will not be disqualified, but will be handed a stroke correction sheet listing any issues that would have caused disqualification. If the disqualification action has caused an advantage the swimmer will be demoted to the last place (or places in the case of multiple disqualifications of younger swimmers) in the event. Whether an advantage was gained is at the referees discretion.

Swimmers in age groups 10 years and up will be disqualified for breaking any of the fore-mentioned rules. In any disqualification the referee must explain to the swimmer the reasons for disqualification so they can work on their stroke/form to prevent future disqualification.

If a swimmer is disqualified on a club night they will not receive points towards the club competition for that event.

Race completion: All events starting at the deep end will start over the top of swimmers completing the previous event. If performing a water start in the case of backstroke or swimmers starting in the pool the previous swimmers will stay against the wall on the lane rope and must not impede the swimmers of the next race.

As soon as the next event has started the referee will signal swimmers to leave the pool verbally, all swimmers must exit the pool immediately via the side of the pool they are closest to. In a relay event the swimmer must exit the pool as soon as the next leg has started via their own lane.

Swimmers in the water waiting for the next race start must not distract swimmers during the start to the next race. If a swimmer deliberately distracts the starters of the next race they will be disqualified or demoted depending on their age group.

