



Swim Ulster General Meet Conditions

This handbook should be read in conjunction with the latest Swim Ulster Competition Calendar which may be subject to change at any time.

These General Meet conditions should be read along with the Meet Information for each Meet.

Entries – All entries for Swim Ulster Meets must be submitted using Hy-Tek Team Manager or Team Manager Lite software (except for Swim Ulster Schools Championships entries, DSNI Swimming Championships & Ulster Masters Championships). Electronic entries must be sent as an email attachment to admin@swimulster.net and should include an entry report, fee entry report and completed Summary Sheet. The Swim Ireland Registration number or equivalent for each swimmer must be included in the file.

Copies of the Team Manager Lite application can be downloaded free of charge from <http://www.hy-tek ltd.com/downloads.html>

Entries can be rejected for the following reasons:

- Incorrectly completed
- No Entry Time submitted
- Improved entries
- Received after the closing date – **no late entries will be accepted**

The Meet Director reserves the right to limit entries and merge events where numbers allow. If entries are rejected, the entry fee will be refunded, and a single payment will be made to the Club in question. **The Swim Ulster office will email confirmation of accepted entries after they are received, and it is the responsibility of the Club's Gala Secretary / Coach to check these entries as no changes / additional entries can be made on the day of the Gala.**

The Club must pay for all entries that are on the Entry Report at the Cut Off Time for withdrawals – this is normally 12 midday the Friday before the event. No refunds / credits will be made for withdrawals after this time other than in exceptional circumstances or unless supported by a medical certificate. **Swim Ulster does not issue invoices for Gala Fees** – Club Gala Secretary should pass the Entry Report to the Club Treasurer for payment.

With effect from September 2024 as per the Swim Ireland Transgender and Non-Binary Participation and Competition Policy - Competition, for the disciplines of Swimming (Open Water, Masters, and Artistic Swimming), and Diving, will be conducted within relevant age specific groups and will be conducted in two categories and all Meet Information documents will reflect this :

1. Female – athletes with a birth sex of female
2. Male & Open – athletes with a birth sex of male, trans or non-binary competitors and any competitor not eligible for the Female category

Volunteer Rotas Volunteer Rota positions are assigned to Clubs based on the number of entries from each Club as at the closing date of the event. To ensure the smooth running of all Swim Ulster events parents are encouraged to volunteer as an official when their child is competing.

Fitness to compete Parents / Coaches must ensure that their swimmer is fit to compete in the Meet. If a swimmer must retire from a race or must be removed from the water due to being



unwell, for safety
swimmer from the

reasons Swim Ulster will withdraw that
remainder of the Meet.

Relay Sheets	Relay Sheets are to be submitted to the Meet Director one hour prior to the start of the session in which the relay takes place.
Age Up Date	The age up date will always be 31 st December in the year of competition unless otherwise specified.
Tech Suit Policy	We ask clubs to ensure coaches, parents and athletes are fully aware of the Swim Ireland Tech Suit Policy so that we avoid any negative experiences on poolside. Full details of the policy can be found here .
Awards	Swimmers must ensure that they are suitably clothed (Club t-shirt and shorts or tracksuit) when receiving awards. It is the responsibility of the Coach / Team Manager to ensure that medallists or a deputy be available for presentation as per the presentation schedule.
Starts	Over the top starts will be used wherever possible. Where a swimmer wishes to start in the water – their Coach / Team Manager should inform the Referee about this during the warm up at the beginning of each session.
Seeding	Preliminary Heats – unless specifically stated in the meet conditions, the placing of competitors in the heats will be multi-age, spearheaded and swum slowest to fastest. Heat Declared Winner Events – All heats will be multi-age, spearheaded and swum slowest heats to fastest. Finals – Finalists will be allocated lanes using the spearhead principal from the results of the heats.
Session Times	The session times on all Meet Conditions are provisional. Session timing will be finalised once all entries have been processed and swimmers / clubs will be notified accordingly. Please note that it is the swimmers' responsibility to present themselves, ready to swim, at the Marshalling area in good time prior to the start of the event.
Meet Results	Meet results will be posted on the Swim Ulster website within 72 hours of the end of the gala. Results will also be passed to Swim Ireland for their reference and inclusion in rankings. A Hy-Tek and PDF version of the results will also be sent to the registered Gala Secretary of each Club.
Photographic Policy	<p>It is a condition of attending a Swim Ulster event that swimmers accept they may be photographed or filmed as part of the occasion, either as an individual or as a member of a group. Swimmers may also appear in a photograph or video inadvertently. Parents and swimmers must accept this.</p> <p>All photography and/or filming must be in accordance with Swim Ireland Guidelines.</p> <p>Anyone wishing to take videos or photographs at a competition must register their device at the Swim Ulster Reception Desk at that competition and display the wristband provided.</p> <p>All devices capable of taking photographs or videos must be switched off when using toilet or changing facilities at any competition venue.</p>

