



SWIMMING METRO SOUTH EAST INCORPORATED

MEET APPROVAL PROCESS

The Executive Committee for Swimming Metro South East (“METSEA”) has reviewed the current Meet Approval Process used by METSEA and agreed that a new streamlined process is required.

This document describes the new process to be used by **all clubs** within METSEA commencing from 1st July 2023.

1 DEFINITIONS:

OFFICIAL MEET: is a meet, either Restricted or Open, that has the results approved and verified by the Area and Swimming NSW and the meet shows as such in Swim Central. Times from an official meet are deemed “Official Times” recognised by Swimming NSW which can be used to enter Official Meets or any other meet that requires an Official Time. It must have, as a **minimum**, a current accredited Starter and Referee.

OFFICIAL TIME is a time obtained at an Official Meet.

RESTRICTED MEET: is a meet that is run by a club for the primary purpose of providing its own swimmers an opportunity to race. A club may allow/invite swimmers from other clubs to participate, however, it is generally not open to all clubs and is classified as one of the following types:

- Club Race Day
- Club Time Trial
- Club Championships

OPEN MEET: is a meet run by a club where entries are open to swimmers from the home club as well as swimmers from registered with Swimming Australia, and is generally classified as one of the following types of meets, and may have qualifying times:

- Development/Mini Meet
- Qualifying Meet

COMMENCEMENT DATE is the effective date of the new process, this date is 1 July 2023.

NOTE: Clubs should not schedule Restricted and/or Open meets on the same date(s) as a scheduled METSEA events.

2 MEET TYPE & PROCESS

RESTRICTED MEET

Clubs are **NOT** required to seek prior approval to run a Restricted Meet, however, it is expected that a list of proposed Restricted Meets is provided to the METSEA Competitions Committee at the same timeframe as the Open meets, if this is not possible then it is expected that each club will advise the METSEA Competitions Convenor via email (competition@metsea.org.au) prior to the event being held.

Clubs will be expected to follow the Swimming NSW Meet Approval process and upload all Restricted Meet results to Swim Central. Each Club will be allowed to conduct **a maximum of 10 “Official”** Restricted Meets per year, excluding Club Championships.

Clubs can conduct any number of non-official meets and will still be able to upload the results of the non-official club nights to Swim Central. Results from non-official meets will not be verified by the Area, however the results can be used by the club members in their club restricted meets.

OPEN MEET

Clubs are required to submit a list of dates and a copy of the proposed meet program to METSEA Competitions Co-Ordinator by the latest 1st March– for Winter Meets – and 1st September – for Summer meets.

Clubs are required to nominate a Starter and Referee for the meet and source all Technical Officials required to conduct a meet. If a club is unable to source a particular Technical Official, they may request assistance from the Area Technical Convenor, (ATSC@metsea.org.au) with club providing evidence of their attempts to source officials.

Note: Clubs develop their dates for both Open and Restricted meets for the forthcoming season (or year as preferred), considering the following Swimming NSW Meet Approval Process

- Meet Type / Facility / Program of Events Offered / Availability of Technical Officials / Timing System to be utilised / Ability to run a successful meet

3 APPROVAL & NOTIFICATION

The METSEA Competitions Committee will convene on the first Thursday of March and September, to review the list of submitted meet dates and meets and prepare a recommendation for the METSEA Executive. METSEA Executive will review the recommendation from the METSEA Competitions Committee on the first meeting in March and September for approval/non approval of the submitted meets. Meets will be considered based on the below criteria:

1. in the order requests are received should there be a clash on the requested date (ie two clubs wanting to have a meet on the same date).
2. clash with a METSEA scheduled event; and
3. Ability to conduct a meet under Swimming NSW rules.

Clubs will be notified of the decision and the approved list of meets will be published on the METSEA website.

4 TRANSITION

A temporary transition process will be available for the first 12 months from the commencement date of the adoption of this process.

Transition Process: For clubs who wish to run a meet and have not followed the new process outlined above will be provided with an opportunity to submit a request to the METSEA Competitions Co-Ordinator for consideration by the Competitions Committee and Executive outlining the reasons of the late submission. Each request will be considered and club notified of the decision.

The Transition period will lapse 12 months from the Commencement Date.

REF: METSEA Meet Approval Process V3.4