



Macquarie Fields Swimming Club Inc.

Rules

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The swimming year commences 1 October and finishes 30 September the following year.

All events will be conducted according to Swimming NSW Inc. Rules of Swimming.

1. MEMBERSHIP

- i) All persons whether a SWIMMING or NON SWIMMING participant in Club activities must become financial members of the Club within TWO (2) weeks of their first swim or participation in a Club activity. Persons will not be allowed to take part in any further activity of the Club until that time, due to the insurance liability clause.
- ii) At the time of application for membership this rule may be varied in individual cases upon applying to the Secretary in writing, provided that the capitation costs can be made and at the directive of a monthly meeting of the Club, and recorded in the minutes of that meeting.

2. Membership Subscription and Fees

- i) The annual membership subscriptions and any fees or other levies payable by Members to the Club shall be as agreed and set forth at the July Club Meeting.
- ii) Payment of annual subscriptions is the responsibility of the Member.
- iii) Payment of annual subscriptions is to be completed within the required timeframe prescribed by the Registrar.
- iv) Payment of annual subscriptions is to be completed using the online payment facility provided by SwimmingNSW.
- v) Failure to complete payment of subscriptions and any fees or other levies payable may result in discontinuance of membership under Clause 9 of the Constitution.

3. COMPOSITION OF COMMITTEE

3.1 Member Elected Committee Positions

In accordance with the Constitution the following three (3) Member elected Committee Positions are to be elected at the Annual General Meeting of the Club:

- i) Race Secretary,
- ii) Chief Timekeeper, and
- iii) Fund Raising and Property Officer.

3.2 Elections

- i) Voting shall be conducted by secret ballot.
- ii) Proxy voting is not permitted.

4. ELIGIBILITY FOR AWARDS

- i) To be eligible for any award in the weekly points score competition, the Club Age and/or Open Championships the competitor:
 - a) must be a first claim financial member of the Club and
 - b) must compete at at least 50% of the number of point score club meets in the season.
For example: 15 weeks of point score means that the swimmer must compete at at least 8 point score Club meets.
- ii) For Club Age Championship eligibility competitors must also have swum at least three (3) events in the club age championships.
- iii) For Club Open Championship eligibility competitors must also have competed in a minimum of three (3) open championship events.
- iv) To be eligible for the 25m Championship competitors must not have a 50m qualifying time in more than one stroke.
- v) **Note:** It is the responsibility of each individual swimmer to be aware of their eligibility status for both the point score awards and championship trophies.
- vi) Any competitor who does not qualify under these rulings may apply to the Race Committee for consideration to be so qualified. The Race Committee will have the power to reduce the provisions governing eligibility in individual cases, where in the opinion of the Race Committee special circumstances exist to warrant such action (this is deemed as swimming under Protest – refer 12 - Protests and Disagreements).

5. AGE

- i) Swimmer's age will be as at 1 October for both the weekly point score competition and the Club Age Championships.
- ii) Competitors must show proof of age and shall not compete out of their age group.
- iii) Senior swimmers will be aged grouped as follows:
 - a) Senior 1 17 – 29 years
 - b) Senior 2 30 – 39 years
 - c) Senior 3 40 – 49 years
 - d) Senior 4 50 – 59 years
 - e) Senior 5 60 years and over
- iv) In the Club Championships all competitors under seven years of age will compete in the '7 years and under' age group or as advised by the Race Committee prior to commencement of the Club Age Championship.
- v) Any disputes regarding age will be dealt with by the Race Committee.

6. CLUB WEEKLY POINT SCORE COMPETITION

- i) Swimming members will be able to compete in a weekly point score competition.
- ii) This competition will be conducted as per the seasonal swim program provided and the following rules will be observed.

6.1 General Club Information

- i) Tuesday night is Club night – swimming commences at 7pm.
- ii) The Club will conduct two competitions as follows:
 - a) The Winter competition – held in the indoor 25m pool.
 - b) The Summer competition – starts in October in the indoor 25m pool and moves to the outdoor 50m pool in November.
- iii) Summer and Winter swim programs will be conducted as completely separate point score events.
- iv) New time trials will occur at the start of each season plus when the Summer program moves to the outdoor pool.
- v) Club Championships will be held within the Summer competition program.

6.2 Competition Entry

- i) Club night entries shall be the responsibility of the individual swimmer and will be submitted by:
 - a) directly to the Chief Recorder via the online entry facility provided on the Club website by 5:30pm on a Club night; or
 - b) in person at the pool on the club night to the Club Recorders prior to 6.45pm on a club night.
- ii) Swimmers who have not pre-entered and who do not present their entries at the pool per clause i) b) will:
 - a. be eligible and permitted to swim subject to lane availability in the current meet program;
 - b. be awarded a maximum of 1 point per swim they are allocated per clause ii) a);
 - c. have their attendance recorded as a contribution toward eligibility for awards per Club Rule 4.; and
 - d. time(s) swum will be recorded.
- iii) The Club Recorder table will be located as follows:
 - a) For the Winter and the indoor section of the Summer Program – in the area on the far side of the pool (nearest lane 8).
 - b) For the Summer outdoors program – in the grandstand or on occasion the Club room if required due to circumstances.
- iv) On a Club night swimmers must inform the Marshal(s) if they intend to withdraw themselves from any event(s) midway through the evening program.
- v) Club Technical Officials and Recorders have the sole discretion to and may waive Rule 6.2(ii) if time permits and with consideration to the circumstances present on the night.

6.3 Competition Program

- i) The swim program will generally provide 3 main swim options as follows:
 - a) Swim 1 offering a variety of freestyle distance choices.
 - b) Swim 2 offering a variety of form strokes and distance choices.
 - c) Swim 3 offering a selection of distances and strokes.
- ii) There are swim stroke distance break times (BTs) to:
 - a) alleviate swimmers attempting distances which are simply beyond their current swimming capabilities, and
 - b) ensure swimmers swim greater distances when their swimming capabilities have developed beyond the 25metre distance.

25metre BTs	50metre BTs
Freestyle - 28 sec	Freestyle – 45 sec
Backstroke – 33 sec	Back stroke – 53
Breaststroke – 37 sec	Breaststroke – 55
Butterfly – 29 sec	Butterfly – 49

- iii) If a swimmer is unable to complete a stroke correctly and within the 25m BTs they will be restricted to the 25m distance for that stroke within Swim Options 1 and 2 and 50m Swim 3 option.
- iv) A swimmer is ineligible to compete in a distance of greater than 50m in a stroke until they can complete that stroke correctly and within the 50m BTs. They will be restricted to the shorter distance of 50m within Swim Options 1 and 2 and 3.
- v) Once swimmer has recorded a time less than the 25m BT that swimmer is ineligible to complete over a 25m distance for that stroke.
- vi) Senior swimmers may chose any of the distance and stroke choices in any of the 3 main swim options available on the swim program on a particular night.
- vii) Decision to allow or prevent a swimmer advancing to the next distance is at the sole discretion of the Referee.

6.4 Competition Points

- i) Competition points will be accumulated progressively, in each season, for both boys and girls.
- ii) Awards for first, second and third place in each age group point score will be awarded at the season's Presentation Night.
- iii) Points will be awarded to swimmers as follows:

Fail to start	0
Failed to finish or disqualified	1
Completing the distance without disqualification	2
Late entrant for swim 2 and/or swim 3 and completes the distance without disqualification	2
Up to two seconds outside best time	3
Equal to best to one second outside best time	4

Timing system failure	4
Time trial (first swim of stroke & distance)	4
Up to two seconds better than best time	5
More than two seconds better than best time	6

6.5 Swimmer of the Week Award

Subject to availability a Swimmer of the Week Award will be awarded.

- i) Swimmer of the week award is an encouragement award earned by improving time or stroke technique in a particular swim or swim(s). The Race Secretary and/or Chief Recorder or delegate Committee member will select recipients of this award.
- ii) Swimmer of the week will only be awarded to any child once in the season.
- iii) **Note** – The award will be presented on the following Tuesday night after the award is determined.

6.6 Club Night Cancellations

- i) Swimmers are advised that the Club swims every Tuesday night that is programmed and cancellation will only be advised at the pool at 6.45pm or earlier if prior information has been provided.
- ii) If the night is cancelled no points are awarded.

6.7 Abandoned Night

- i) Reasons for abandoning a club night could include but will not be limited to:
 - 1) being at the direction from of pool staff for any reason,
 - 2) poor lighting,
 - 3) inclement weather - torrential rain, lightning, severe winds, extreme temperatures,
 - 4) insufficient time to complete the program.

- ii) If the night is abandoned part way through Swim 1, then 2 points will be awarded for both Swims 1 and 2 only (i.e. 4 points in total for the night).

Note: To achieve 4 points for attendance you must have your name marked off the register by the Club Recorder. This is the responsibility of the swimmer

- iii) If a swim option has been completed before the night is abandoned:
 - a) points achieved for that swim option will be awarded;
 - b) subsequent swims will be awarded 4 points.

Note: To achieve 4 points for remaining swims you must have your name marked off the register by the Club Recorder. This is the responsibility of the swimmer

7. CLUB AGE AND OPEN STROKE CHAMPIONSHIPS

- i) Summer competition Club Championships are to be held towards the end of the Summer completion season.

- ii) Swimmers eligible will compete according to their Championship age over a number of nominated events. Age Championships will be determined according to a progressive point score system over these championship events.
- iii) A separate boys and girls Championship competition will be held in each age grouping.
- iv) A 25m Championship will be held at the Club's discretion for swimmers who have not qualified in a stroke for 50 metres.
- v) Open Championship races will be held as per the published program.
- vi) Championship awards will be presented at the Summer Seasons Presentation Night.
- vii) **Note** – To be eligible for Club Championship points a swimmer must participate in the event as scheduled. A swimmer will not be allowed to defer a swim or submit a time, and late entries will not be accepted.
- viii) In the event of an electronic timing system failure causing results to be unusable or incomplete, the heat will require re-running at a convenient time on the same day.

7.1 Championship Point Score

- i) Club Age Championships will be decided on an aggregate point score system over a total of six (6) events. These events will be age freestyle, age breaststroke, age backstroke, age butterfly, age distance freestyle and age medley. **Note: Swimmers must attempt to swim at least three of these events to be eligible for an age championship award.**
- ii) Open Championships will be decided on an aggregate point score system over a total of five (5) events, these events being freestyle 100 metres, breaststroke 100 metres, butterfly 100 metres, backstroke 100 metres, medley 200 metres.
- iii) Points will be awarded for both age and open championship events as follows:

First place	10 points
Second place	8 points
Third place	6 points
Fourth place	4 points
Fifth place	2 points
Completing the distance unplaced	1 point
Disqualification	0 points

- iv) Where two or more heats of an event within a particular age group are swum placings will be made according to competitors' times. No finals will be held. In the event of equal placings according to times, points for the places in question will be added and divided by the number of equal placings, e.g. if two competitors are placed second the points for second and third will be added and divided by two. Each competitor will receive 7 points. In all other cases placings will be as per judges places.

7.2 Distances for Age Championship Events

- i) Distances (in metres) are as follows:

	Freestyle	Backstroke Breaststroke	Butterfly	Medley
7 years & under	50 & 100	50	50	200
8 years	50 & 100	50	50	200
9 years	50 & 100	50	50	200
10 years	50 & 100	50	50	200
11 years	50 & 100	50	50	200
Senior 1	50 & 100	50	50	200
Senior 2	50 & 100	50	50	200
Senior 3	50 & 100	50	50	200
Senior 4	50 & 100	50	50	200
Senior 5	50 & 100	50	50	200
12 years	100 & 200	100	100	200
13 years	100 & 200	100	100	200
14 years	100 & 200	100	100	200
15 years	100 & 200	100	100	200
16 years	100 & 200	100	100	200

7.3 Protests and Appeals

- i) The following provisions will apply to swimmers who are ineligible to compete under the rules of eligibility:
- a) Protests and appeals must be submitted in writing and must be received by the Chairman of the Race Committee seven (7) days prior to the programmed date of the event(s) to which ineligibility applies.
 - b) Protests and appeals must state the reason(s) for ineligibility and grounds for the protest.
 - c) The decision of the Race Committee will be final.

7.4 Invitation Swimmers

- i) Under certain circumstances a swimmer must be permitted to swim in an event by invitation:
- a) Where an appeal of protest against ineligibility has been correctly lodged and a decision regarding same has not been finalised.
 - b) On the direction of the Race Committee.

- ii) Any swimmer who is ineligible to compete according to the rules of eligibility may apply to be considered an invitation swimmer. Where approval is granted the following conditions will apply:
 - a) An invitation swimmer, who is not a first claim member of the club, is un-financial or who has not shown proof of age will not be included in placings for that event.
 - b) Members swimming under protest will not be included in placings for that event however such a swimmer will be eligible for Club records.
 - c) Where a swimmer is swimming 'under protest or appeal' and the protest or appeal is subsequently upheld the swimmer will be deemed to have swum that event under their amended eligibility status and points awarded per Clause 6.4.

8. COMPETITORS STARTING INSTRUCTIONS

- i) When the announcer calls your event, swimmers must proceed to the marshalling area. The Marshall will advise heat and lane placement and the swimmer is expected to sit quietly in their allocated lane seat. Swimmers will then be directed to proceed to the designated area to await the Check Starter's instructions. It the swimmers responsibility to listen for the event called and to be ready for marshalling.
- ii) Whilst the swimmers from the previous heat are clearing the water, step forward to stand behind your lane starting block and await Referee/Starter instruction. Where the swim distance is 50m or more in the winter program and 100m or more in the summer program "starting over the top" may occur. Swimmers from the preceding heat are to move to the side of the lane, against the finishing wall, and remain still. When the next heat has started swimmers are to leave the pool as quickly as possible.
- iii) When the swimmers have been placed behind the starting platforms, the Starter will announce the event.
- iv) On the long whistle from the Referee/Starter, the swimmers shall step onto the starting platform and remain there. For Backstroke and Medley Relay events swimmers shall immediately enter the water and a second long whistle shall bring them back to the starting position.
- v) On the command "**Take your Mark**" the swimmers will immediately take up their starting positions with as least one foot at the front of the starting platform, or in the case of a Backstroke or a Medley Relay event their starting position in the water, **and remain stationary**.
- vi) When all swimmers are stationary the Starter will give the starting signal.
- vii) Any swimmer starting before the starting signal has been given shall be disqualified. If the starting signal sounds before the disqualification is declared the race shall continue and the swimmer or swimmers shall be disqualified upon completion of the race. If the disqualification is declared before the starting signal, the signal shall not be given and the remaining swimmers shall be called back to start again.
- viii) Swimmers must finish in the lane in which they start and remain in the water in their lanes at the finish of the event. On the signal from the Referee swimmers then leave the water.

- ix) In an Individual Medley event the sequence is Butterfly, Backstroke, Breaststroke, and Freestyle. In a Medley Relay event the sequence is Backstroke, Breaststroke, Butterfly and Freestyle.
- x) In 800 and 1500 metre events a warning whistle will be given when each swimmer has two (2) lengths plus five (5) metres of the course to finish.

9. RECORDS

- i) Rules governing record attempts will be strictly adhered to and no-one will have the power to waiver any of the record conditions.

9.1 Record Eligibility

- i) To be eligible for a Club record a swimmer:
 - a) must be a first claim financial member of the Club
 - b) must have shown proof of age
 - c) must be competing at a Club meet or carnival at the Macquarie Fields 25 or 50 metre pools or at a Swimming NSW or District approved meet
 - d) must claim the record on the appropriate form.

Note: Ratification is required via official results.
- ii) A swimmer's age will be as at the date of the record attempt

9.2 Record Nomination Process

- i) Notification of a request to make a record attempt at a Club Night must be made in person or in writing on the Record Attempt form prior to the commencement of the Swim 1 to the Race Secretary, Chief Timekeeper or Referee.
- ii) In the event that a record time is achieved without meeting the notification requirements the record attempt will not be recognized.
- iii) Nominations for a record attempt for a longer or shorter distance non-program event will only be accepted at the discretion of race organisers.

9.3 Conditions for a Record Swim

- i) A record can only be recognised:
 - a) if three (3) timekeepers' times have been recorded.
 - b) where a referee or person acting in the capacity of a referee has officiated over all aspects of the record swim.
- ii) Records can only be held for 25 metre distances for short course events.
- iii) Records for distances other than those on the weekly point score program may be nominated for during a Swimathon as long as all other conditions are met.
- iv) The Race Secretary will check for records achieved in the results of approved external meets. These will be automatically recognised as records.

9.4 Record Distances Available

- i) There are separate male and female records available in all strokes as follows:

Long Course

Freestyle	50m	100m	200m	400m	800m	1500m
Breaststroke	50m	100m	200m			
Backstroke	50m	100m	200m			
Butterfly	50m	100m	200m			
Individual Medley			200m	400m		

Short Course

Freestyle	25m	50m	100m	200m	400m	800m	1500m
Breaststroke	25m	50m	100m	200m			
Backstroke	25m	50m	100m	200m			
Butterfly	25m	50m	100m	200m			
Individual Medley			100m	200m	400m		

- ii) These are in individual age groups from 5 years and under through to 16 years, then Senior 1, Senior 2, Senior 3, Senior 4 and Senior 5.

10. CONDUCT (also refer to Swimming NSW Code of Conduct)

- i) All Club members will be expected to conduct themselves in a proper manner and to comply with any reasonable directive of any club official, club captain, vice captain or any person acting in an official capacity during the conduct of a swim night, Swimathon or representative swim meet.
- ii) Any swimmer reported to be in breach of this provision may be called before the Race Committee to answer any charges made against them. The Race Committee will have the power to suspend a swimmer from as many future swim events as it deems necessary.
- iii) A swimmer should be prepared to represent the Club at Inter-Club swimming carnivals if selected. A swimmer who is selected and agrees to represent the Club in a relay and subsequently fails to report for their event(s) will be called before the Club to explain the circumstances for such failure. Where the swimmer's actions are not adequately explained disciplinary action may be taken. Such action may incur a suspension period, a fine and forfeiting the right to represent the Club in any way as is considered appropriate.
- iv) A swimmer under suspension will not be allowed to participate under the name of the Club, and within Club, in any event conducted by Swimming NSW.
- v) A swimmer must wear a Club branded swim cap, an unmarked blue, black or white swim cap or no swim cap at all external meets.
- vi) A swimmer who does not wear a Club branded swim cap will not be eligible for relays.

- vii) Swimmers are encouraged to wear Club shirts and attire when representing the Club at external meets, Award Presentations or other Club related events.

11. FINES

- i) If a swimmer submits an entry in a competition and subsequently does not swim that event it is the swimmer's responsibility for ensuring that all conditions for withdrawing have been met. If a fine is issued relating to that swim the swimmer will be liable for any costs.
- ii) Where the facts are in dispute the Club will intercede on the swimmer's behalf before any fine is paid, however if the fine stands, and the Club has to make payment the swimmer will be asked for reimbursement.

12. DASH FOR CASH

The Mark Courtney Dash for Cash event is to be held annually during the Summer or Winter Season at a scheduled time agreed by the Committee.

- i) Only first claim financial members are eligible to enter this event.
- ii) There may be a cost of entry into the event per swimmer.
- iii) Entries close on a date nominated by the Chairman of the Race Committee.
- iv) The preliminary round entry time for each swimmer will be their 50 freestyle personal best time for Short Course or Long Course (which ever is applicable).
- v) The entry time for subsequent rounds will be the swimmer's personal best time as above or the net time achieved in the previous rounds, which ever is the fastest.
- vi) Seeding will spread swimmers of all abilities and ages across all heats.
- vii) The preliminary heats may not all have the same number of competitors.
- viii) Placings in all heats will be determined by a panel of judges.
- ix) Non-attendance for any heat will result in elimination.
- x) The rules of handicap swimming events apply. Competitors commence racing when the starter calls their handicap. A swimmer who breaks can return to the wall or blocks and recommence on or after their handicap is called.
- xi) Where a false start occurs, as a result of an official's error, the heat will be re-swum as the last heat in that night's Dash for Cash draw or at another time agreed upon by the Committee.
- xii) Cash prizes will be awarded to the 1st, 2nd & 3rd swimmers in the final. Amounts will be announced at club & on the Club website once entries have closed. The Mark Courtney Trophy will be awarded to the winner on Presentation Night.
- xiii) The Mark Courtney Trophy will be awarded to the winner on Presentation Night.

13. SWIMATHON

- i) While this is one of the few ways the Club has to raise funds for its activities it is also providing a way for swimmers to try long distance swims. Awards will be made for the most money raised and longest distance swum. All swimmers who raise amounts (as advised) will receive an award in recognition of their fund raising efforts and their swim.

14. PROTESTS AND DISAGREEMENTS

- i) **Note** – rules governing protests are covered by Swimming NSW and a person making a protest should also refer to Swimming NSW rules.
- ii) If you are in doubt about your rights under the rules ask the Chairman of the Race Committee or a member of the Committee. They will be able to advise you and explain the rules. You still have the right to protest, and the subsequent right of appeal, where allowed by the rules but this may assist you in deciding what action to take.
- iii) A protest relating to a swim event shall be lodged with the Referee who shall give a decision within one (1) week provided that:
 - a) The protest is lodged immediately after the event in writing and is counter signed by the Referee.
 - b) A protest may not be lodged against the decision of the Referee or of appointed judges in an event on questions of unfair swimming or placings.
 - c) Any protest, the reason which is known before the event, shall not be considered unless it is lodged prior to the event. The Referee shall inform each competitor in the event that a protest has been lodged prior to the event.
- iv) A protest on any other grounds shall be made verbally to the Chairman of the Race Committee within thirty (30) minutes after the incident and shall be confirmed in writing before the conclusion of the day's events, for consideration by the Race Committee. The written protest will be handed to the Chairman of the Race Committee who will counter sign and issue a written receipt as confirmation of the verbal protest.
- v) Protests against eligibility will normally relate to matters of fact, i.e. certain facts are in dispute, such as fees claimed to have been paid, number of swims, etc. In such cases the records and other documents of the Club will, in the first instance, form the basis of any decision by the Race Committee unless the person making the protest supplies contrary evidence.
- vi) If you are dissatisfied with the result of a protest decision you have the right of appeal to the next Club meeting or in extreme cases to Swimming NSW.
- vii) Disputes or grievances of any nature concerning the swimming club program, or of any other aspect, will not be entertained unless they are submitted in writing to the Chairman of the Race Committee.

15. FINANCIAL ASSISTANCE

Application for any financial assistance is the responsibility of the swimmer or the swimmer's parent(s) or guardian(s) and must be made in writing or via proposal to the Committee at a Club meeting.

- i) To be eligible for assistance a swimmer:
 - a) must be a first claim financial member,
 - b) must have been a club member for the preceding season,
 - c) must have qualified for the weekly competition awards,
 - d) must have contributed to the activities of the Club.
- ii) Depending on availability of funds the Club will endeavour to provide assistance in the following ways:
 - a) provide a representative shirt each year (not per season),
 - b) pay the cost of two entries for Metropolitan, State and National Championships,
 - c) further assistance may be provided at the Club's discretion.
- iii) Assistance to applicants seeking assistance for National level competition must have actively participated in targeted National fund raising initiatives.
- iv) Any financial assistance provided to any one individual member in relation to attending National level competition will not exceed \$500 per request.
- v) Any unallocated funds from specific fund raising activities for a representative team will be held in account for the subsequent year's financial assistance considerations.
- vi) At the discretion of the Committee, any excess funds held in account for a minimum period of two (2) years may in part or in full be returned to general Club funds.
- vii) Cases for people who do not qualify under the above criteria will be judged on the merits of the application by the Club's Committee.
- viii) Each application request will be assessed individually with no consideration given to the outcome of previous requests.

16. CLUB UNIFORM AND MERCHANDISE

- i) Orders for personalised or limited edition items must be paid for in full at the time of ordering.
- ii) Orders for items not carried in stock must be paid for in full at the time of ordering.
- iii) Refunds will be considered only where:
 - a) the order can be cancelled with the supplier,
 - b) the Committee decides that due to unforeseen circumstances a refund is warranted.

Any ruling or provision contained herewith may be changed or altered in accordance with the Club's by-laws. Notice of any change or alteration will be deemed to have been given by the posting of such changes or alterations on the Club website and will be effective from the date stated on such notice.