

## December Open Meet 1st & 2nd December 2018

### Important Information for Swimmers, Spectators, Parents and Coaches

Session	Warm Up	Start	Est. Finish
1	2pm	2.50pm	5.10pm
2*	5.30pm	6.20pm	8.30pm
3	8.30am	9.30am	12.10pm
4*	12.30pm	1.30pm	4.30pm
5*	5pm	5.50pm	7.30pm
*subject to change on the day			

There has been a fantastic response to our Open meet again this year and thank you all for supporting it. With the large numbers of swimmers attending it is very likely that the poolside will be extremely busy and the spectator area may well reach capacity, **particularly in Session 4**. Please read the following information carefully:

1. Entry Fees for Spectators will be £5 all day Saturday and £7.50 all day on Sunday, or individual sessions will be £3. Programmes, which cover all weekend, will be £2.
2. Please note there is **limited seating area within the pool** so we do ask that swimmers do not bring a large entourage of supporters as they may not be able to be seated or allowed into the spectator area if numbers are too large. **To conform with the Leisure centre rules, if the spectator area reaches capacity we will stop spectators entering until space becomes available so we ask for your understanding with this and that as soon as your swimmer has completed their events (or between events) that you leave poolside to allow others in.** This only applies when poolside seating is at capacity and we have others waiting to come in.
3. All clubs/swimmers will be based in the Main hall, this is situated in the Leisure centre and can be found at the end of the corridor to the left hand side of reception. We still encourage swimmers to come poolside at the shallow end to support their team mates but numbers will be limited. Please don't bring any bags poolside and ensure that you enter poolside through the changing rooms.
4. When moving between the Main Hall and the changing rooms swimmers **MUST** wear appropriate clothing and footwear. This is very important as the floors may become slippery and dangerous. The club helpers and Leisure Centre staff will be monitoring this.
5. Swimmers won't be allowed into the changing area or on poolside until 1.55pm on the Saturday, this is 5 minutes before the start of warm up. Those in the first warm up can use the dry change facilities to change.
6. It is likely the warm up sessions will be very busy so we ask that the swimmers and coaches assist us by starting and finishing their session promptly.

7. Swimmers when on pool side must not climb through the barrier into the spectator area directly from the pool at any time for health and safety reasons. The Leisure Centre staff will have the authority to eject anyone from the pool who does this. To get to the spectator area swimmers must return through the changing areas and reception. Swimmers when leaving the changing area at any time must wear appropriate clothing and footwear.
8. **We will be operating a withdrawal system where it is the coaches or swimmers responsibility to advise of any withdrawals. These must be submitted at the announcers table no later than 15 minutes after warm up has started using the withdrawal slips provided. Withdrawal slips will be sent to each club by email, are in the coaches packs and are available from the announcers table.** To avoid empty lanes and to help the event run smoothly it is very important that withdrawals are advised of correctly.
9. The Club has arranged a swim shop and official photographer to attend. Both of these will be located in the Foyer and will be selling merchandise on the days and also by website after the weekend.
10. Photography will not be permitted on pool side but will be allowed from the seating area, there will be a signing in book for photography in line with the published conditions.
11. Car parking is available at the Leisure Centre and the Centre has provided an overflow car park at the adjacent Newmarket Academy. When arriving can you initially head straight to the overflow car park as the main car park will be being used by members of the public attending other activities in the Leisure Centre. Parking is free at the Leisure Centre and overflow car park.
12. The Leisure Centre has a café and bar area (Montage café/bar) which will serve cold and hot food and cold and hot drinks. The café/bar will be open all day for the two days. **Only food and drinks purchased from the café/bar should be eaten in the café/bar and the external seating area.**
13. You are welcome to use the Main Hall to consume your own food or just to sit and relax. Seating will be limited so feel free to bring your own.
14. The changing area is a village style area, swimmers must use the cubicles provided for changing. There are lockers (possibly not sufficient for all swimmers) these accept the new £1 coin or trolley token which is refunded. Any bags/clothing/personnel items left in the changing areas and on poolside will not be the responsibility of Newmarket Swimming and District Swimming Club or the Leisure Centre. It should be noted that there will be other members of the public using the Leisure Centre during the weekend and they may have access to the changing area (but not the pool areas).
15. Results for each event will be posted at the pool during the day to allow swimmers to check times and collect medals. Top Boy, Top Girl and Top Visiting Team trophies will be advised after completion of all events and the results determined.