

SWIMMING WA ACCREDITATION PROCEDURE - 2018/2019 SEASON

12th October 2018

Swimming WA implement the following SWA Accreditation Procedure at all Swimming WA meets from 1 December 2018. All Coaches, staff, Officials, volunteers and competitors are required to adhere to these guidelines.

Any individual who requires access to pool deck must have the appropriate Accreditation and lanyard visible at all times, with the exception of competing athletes.

Pool Deck Access: only permitted for the following – In effect 1st Dec 2018

- Accredited and licenced ASCTA coaches whose registration is current, valid & their accreditation (General or Premium level) and **lanyard** (provided prior to LC Qual Meet 2) being displayed around their neck so it is clearly identifiable from a distance.
 - Coaches must also carry their current SWA 2018/19 membership card and WWCC card on them at all times.
- SWA Technical Officials, timekeepers, staff and volunteers - who are clearly identifiable through their uniform, relevant accreditation/membership card and appropriate **lanyard** clearly visible.
- All athletes registered for competition.
- No other person without a clearly identifiable coaching licence or relevant Accreditation is permitted onto pool deck.

IF YOU ARE PERMITTED ON POOL DECK (COACH, STAFF, TECHNICAL OFFICIAL) AND DO NOT HAVE YOUR LANYARD ON YOU - A LANYARD CAN BE PURCHASED FROM SWIMMING WA STAFF FOR \$5 AT THE SWIM MEET. ALL MEMBERS WITHOUT THE APPROPRIATE LANYARD WILL BE REQUIRED TO LEAVE POOL DECK.

Pool Deck Use - Swimmers are requested to:

- Access pool deck when warming up, cooling down, marshalling, competing in their current event and obtaining instructions from their coach.
- Please ensure pool deck is not congested & clear of swimming bags, massage tables and other equipment to avoid trip hazards. SWA may provide an area for these, located at its discretion.

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Warm Up / Cool Down Procedures:

- Warm Up/Cool Down procedures are clearly identified in the Event Information for each Meet. Coaches are expected to know and implement these procedures, including the lane set up, etc.
- It is the responsibility of every coach to ensure their swimmer(s) are aware of the Warm Up/Cool Down times and that swimmers leave the water when required.

Coach Seating Area:

- Coaches seating is in a designated area on pool deck that provides visibility to their athletes competing.
- Athletes must not congregate or leave bags in the area and only use the area to gain instructions from their coaches.

Accreditation Checkpoints

- Accreditation Checkpoints and/or barriers will be set up at all entries to pool deck, and people requesting access to pool deck must show appropriate accreditation.
- Coaches and Technical Officials - If a Coach, Technical Official and/or Staff cannot provide evidence of current accreditation and lanyard: access to Pool Deck will not be granted.

Spot Checks

- 'Spot Checks' will also be carried out at various times during the Meet, making it critical that accreditation cards are worn and in view throughout the Meet.

Failure to abide by these guidelines:

- A verbal warning will be issued by SWA staff or the Meet Director, followed by a written caution for a repeat breach of behaviour. A copy will be kept on file at Swimming WA.
- For serious or continual breaches, the coach and/or the swimmer and/or squad can be prohibited from participating in the swim Meet. Repeated offences may attract penalties in relation to future swim Meets.

If you have any further questions about this scheme please contact Mr. Zac Acott, Competition and Pathways Manager on (08) 9328 4599 or at zac.acott@wa.swimming.org.au

Thank you for the role your Club is playing to ensure that swimming is an essential part of the western Australian way of life.

Best wishes,



Carolyn Morrison

General Manager Performance and People

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