



# PORTADOWN AMATEUR SWIMMING CLUB

## MEMBER HANDBOOK 2017/18

**This handbook will provide you with information on:**

- // How the club operates including 'learn to swim', individual and team events.
- // What you can expect from coaches and committee members
- // Important information on how you can support your child/ our swimmers and the club

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# Foreword

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Welcome to Portadown Amateur Swim Club (PASC). This membership handbook has been developed to provide information to club members on how the club operates, the important relationship with affiliated bodies including Swim Ulster and Swim Ireland, the swimming gala events available throughout the season and how you can get involved to help support the club.

PASC is a club of volunteers mainly parents of swimmers who come together and give 2-3 hours a week of their time to help local children become competent and ultimately competitive swimmers. In addition to co-ordination of swimming events both novice and competitive through the season the club must also have in place a constitution to set out our administration policies and practices to ensure we comply with the requirements of our affiliated bodies Swim Ulster and Swim Ireland.

The club is what those participating in it- make it! You are encouraged to actively support the club in whatever way you can – by supporting your children to attend training and gala events, time keeping, parent supervision rota, administration, fundraising or whatever you feel can make a positive contribution to the club and its swimmers. The more support we receive the easier and more enjoyable your involvement with the club will be for you and most importantly for our swimmers.

PASC makes a valuable contribution to local sport and offers swimmers important life skills such as participating as part of a team, developing competitive abilities and forging new friendships. New swimmers, coaches and committee members are often on a steep learning curve as to how PASC and the local amateur competitive swimming world works. This guide has been developed to help those involved with PASC to build on its success and keep our local club going from strength to strength.

# Introduction

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The purpose of this handbook is to provide members with information about Portadown Amateur Swim Club (PASC). The club is a voluntary group made up of mainly parents/interested adults who offer their time as coaches, committee members or supporting members.

The club is an affiliated member of Swim Ulster and Swim Ireland and as such must follow rules, regulations and policies set out by these governing bodies. PASC swimmers, coaches and committee members must be registered with the governing bodies. Affiliation provides the club with legal and insurance coverage as well as support for club development and access to training etc. For more information on our affiliated bodies please go to: [www.swimulster.com](http://www.swimulster.com) and [www.swimireland.com](http://www.swimireland.com)

Membership fees are paid to cover the cost of running the club including pool hire, registration and affiliation fees. Fundraising efforts and grant applications also contribute to the purchase of equipment, educational opportunities and team outings. In 2017 PASC became registered as a Community Amateur Sports Club (CASC), its CASC number with the HMRC is CH11391.

# Club History

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Portadown Amateur Swimming Club (PASC) was formed in 1970 shortly after the opening of 'Cascades' Leisure Centre in Portadown, Co. Armagh. The club belongs to its members. Its club colours are black and red. All of our coaches and committee members are mainly parents who offer their time to become qualified coaches or committee members. No matter how small, if, there is anything you as a parent think would improve the running of the club please let us know. You can contact the of the committee on [portadownasc@gmail.com](mailto:portadownasc@gmail.com).

Over the past 10 years the club has been going from strength to strength with current membership of over 150 swimmers, ranging from beginners to those competing in 'Aquasprint' and 'Provincial Towns League (PTL) galas as well as individual performances by members at Swim Ulster/Swim Ireland open gala events throughout the season. A general factsheet on the events held is included in Appendix 1 below.

The most current information on the competition events the club is involved with are detailed on the gala section of the club website [www.portadownasc.com](http://www.portadownasc.com). All the latest information is communicated to members via the communication channels described later in this handbook.

# Club “Ethos”

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PASC believe it is important for ongoing club development that members are clear on the ethos and spirit of the club.

PASC is proud that unlike other competitive clubs we DO accept members who need to learn to swim and we DO support them to develop into competitive swimmers.

The success of the club is dependent on the positive contribution of parent members. Our swimmers / your children have an opportunity to forge new friendships and develop their self- esteem and confidence as well as learn swimming techniques and gain opportunities to compete and be part of a team. We also encourage and promote opportunities to participate in other water sports including open water swimming and triathlons. These skills will serve them well for the rest of their lives! So please consider how you can become involved to make a positive difference.

## How We Work

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Wednesday is official ‘club night’ when much of the routine business of running the club is carried out. Sessions run from 6.00pm to 8.30pm according to age and ability; junior members swim during the first hour, while older, more experienced swimmers occupy the later slot.

PASC have in place the Long Term Athlete Development (LTAD) programme as recommended by Swim Ireland. What this means is swimmers are assigned to squads in accordance with their ability and swim times across the four key strokes: breast stroke, back crawl, front crawl and butterfly. Time trials are carried out throughout the season to review swimmers’ progress and squad numbers and swimmers are moved as appropriate.

Whilst this might mean changes to family arrangements throughout the season as swim times are changed. It is important for the development of individual swimmers and the effectiveness of the club’s competitive teams that swimmers swim in their designated squad times. **Swimmers who turn up for other sessions will be turned away.**

### **‘Learn To Swim’ – Small pool sessions**

There are five squads in ‘learn to swim’ division: angel fish, goldfish, starfish, dolphins, and sharks. Learn to swim sessions last 30 minutes, running from 6.00pm to 8.30pm each Wednesday night. Swimmers progress through the squads learning the basic techniques.

Generally, once the swimmer has developed abilities in all four strokes and progressed through the five squads they move to the large pool.

It is the coaches' decision as to when a swimmer moves between the 'learn to swim' sessions and when they move to the big pool. The decision is made according to the PASC squad criteria for the small pool sessions and the criteria to move from the small pool to large pool.

### **Individual and Team development**

There are six squads in the big pool: Yellow, Green, Red, Blue, Silver and Gold. The yellow squad swims for 30 minutes on club night all other squads swim for 1 hour. This may be subject to review and change dependent on the needs of the club always check club communications for details.

The coaches allocate swimmers to a squad based on individual times, skill and stamina. **The Squad system is not based on age.** Swimmers transfer between Squads based on progress made according to the PASC squad criteria. Time Trials are used to baseline a swimmers' progress. The coaches' decision is final as to which squad a swimmer is allocated to.

### **Squad Training Sessions**

In addition to club night, PASC hire the pool for at least three other sessions per week to enable squads to access additional development sessions. **All swimmers are expected to attend as many sessions as possible.** Attendance not only increases skills but is crucial to PASC performance in competition.

The onus is on parents/guardians and swimmers to be aware of the additional sessions and to attend as many as possible. Attendance is monitored by coaches. Poor attendance may result in training being withdrawn and/ or swimmers not being selected for gala events.

Information or changes to squad training sessions are available through the PASC communication channels detailed in the "How We Communicate" section.

### **Competitive Teams**

PASC has two competitive swim teams – 'Aquasprint' for younger swimmers up to age 12 and 'Provincial Teams League' (PTL). Competition details are included in Appendix 1.

The PASC coaches decide which swimmers make the team and their decision is final. **Swimmers are expected to be available and to swim the strokes allocated to them when selected.** Failure to attend galas and/or to notify coaches of non-attendance when selected can mean that a swimmer will not be chosen for future galas.

## How We Are Funded

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Club expenses are paid for by the membership fees in line with club expenses e.g. pool hire, gala transport, coach training, affiliation fees etc. if club hire or associated fees increase, membership fees will reflect this. Fundraising is used to provide useful training equipment that supports swimmers' development and where possible to support fun day outings for swimmers.

PASC also applies to various grant bodies to secure additional funds as needed. The more income generated through fundraising and grant applications helps PASC keep the membership fees at an affordable rate for its' members.

Please support the club's fundraising efforts and if you have any ideas speak to a committee or coach member.

## How We Communicate

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The club has a website at [www.portadownasc.com](http://www.portadownasc.com), a Facebook page Portadown Amateur Swimming Club @portadownasc and on Twitter Portadown ASC @portadown and an email address [portadownasc@gmail.com](mailto:portadownasc@gmail.com).

We communicate with members through each of these methods. In addition, you can find out information about upcoming events through

- PASC weekly newsletter which is posted on the club website
- PASC desk on club night
- PASC noticeboards in Cascades.

It is a member's responsibility to be aware of club activities and scheduled events. It is also important to ensure that the club has current contact details for each member so please ensure you let us know if this changes.

# Policies and Procedures

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PASC adopt the policies and procedures advised by Swim Ireland which can be found on their website [www.swimireland.ie/policies-resources](http://www.swimireland.ie/policies-resources). Some of these policies which have been amended to be relevant to PASC are available on the club website [www.portadownasc.com](http://www.portadownasc.com). These include the child protection, supervision rota and diversity and inclusion.

## Membership

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PASC membership is open to all young people from 5 years. The club usually maintains membership of between 150-180 members and operates a waiting list system. **Individual membership must be renewed on an annual basis at the Annual General Meeting (AGM).**

All members must complete and sign a PASC Membership Registration Form. In doing so they agree to comply with PASC Policy and Procedures.

### Existing Members

The AGM is held in June. The AGM is open to current paid up members. If you wish to maintain your PASC membership you must attend the AGM and pay a deposit which is deducted from the yearly fees in the new season. Club registration is completed at the AGM and membership ratified at the meeting.

### Why is it important to attend the AGM?

Attendance at the AGM is mandatory to secure your child's membership in the club but it is also necessary as it is the only opportunity in the season for you to be made aware of the important issues impacting on the running of the club and how they may impact on your child's opportunities and development within the club.

Critical to this is ensuring that we have enough volunteers both coaching and committee members to ensure we can continue keeping the club moving forward from strength to strength.

### New Members

The club considers new members throughout the season. Requests can be made at the desk on club night (Wednesday) at Cascade or contacting us via [www.portadownasc.com](http://www.portadownasc.com). New requests are placed on a waiting list. The waiting list is managed by a nominated member of the PASC committee. Membership entry operates depending on the age and skill level of the swimmer applying.

### **Learn to swim requests added to the Waiting List (5yr-8yrs)**

Within this category, swimmers are taken on a 'first come' basis. However, within this, siblings of existing members are given preference. Once accepted the swimmer's parent/guardian has to complete a PASC Membership Registration Form and sign an agreement to comply with PASC Policy and Procedures.

### **Swimmer request added to the Waiting List (>8yrs)**

Swimmers aged 8 years and over are assumed to have basic swim skills. As PASC is a competitive club, new members wishing to join who have known competitive ability (e.g. transferring from another club) will be given preference. Other swimmers will be offered a 'trial' for assessment by PASC coaches. These are held throughout the year.

The purpose of the trial is to identify the swimmer's competitive potential with an emphasis on filling known ability/age gaps within the club. **The coaches' decision is final.**

On completion of the trial the swimmer may be offered the following:

- a squad place as determined by the coaches' assessment
- a probationary 6-week period for further assessment or development
- declined membership of PASC

Once accepted the swimmer's parent/guardian must complete a PASC Membership Registration Form and sign agreement to comply with PASC Policy and Procedures.

### **Swimmers wishing to re-join PASC**

If a former member wishes to re-join PASC after a period of absence, a letter must be submitted to the club's secretary via [portadownasc@gmail.com](mailto:portadownasc@gmail.com). The letter should include swimmer contact details, the reason for absence and the reason for their request to re-join. Letters are considered by the committee at a scheduled meeting. The secretary will notify the applicant of the committee's decision in writing.

### **PASC Swimmers wishing to transfer to another club**

If a member wishes to leave PASC and join another swim club they must follow the transfer rules set down by Swim Ireland. A 'transfer window' for competitive swimmers applies. For details refer to [www.swimulster.com](http://www.swimulster.com) and [www.swimireland.ie](http://www.swimireland.ie)

The member wishing to transfer must have paid any outstanding subscriptions and returned any property before they will be released by PASC. Property is considered for example PASC Home Gala trophies or other club assets such as catering, training equipment, computers etc.

## **Membership Selection Criteria**

PASC committee will consider the following in determining membership requests:

- First preference membership will always be afforded to those who attend AGM and register as per the club's registration process.
- The overall numbers in the club will be taken into consideration due to the impact this has on lane sizes and the coaches' ability to support training sessions/ squad numbers. A threshold (proposed at 180 members overall) should be used as an initial guideline with membership capped at this level unless by exception.
- Committee members and coaches will make exceptions to put forward new/re-join members for consideration on the basis that they will fill an existing need in the club's competitive events. For example, if there is a shortage of B or D group girls – potential members with the ability to fill that gap and are willing and dedicated to competing for the club may be considered for direct membership.
- Committee members will take decisions on membership with the support of information provided by coaches. For example new/ re-join member will be assessed as to the likely squad they will enter, attendance records, adequate space in that particular squad, that the swimmer has potential and is willing to support the competitive team events through Aquasprint and PTL.
- Decisions on membership may also take account of wider individual circumstances if it is considered this could impact on the smooth running of the club from either swimmer's, committee or coaches' perspective.
- Decisions taken by the committee will be final.

## **Suspension/ Expulsion of Membership**

PASC committee reserves the right to suspend/expel members who do not comply with club rules, procedures and policies. All decisions to suspend/expel are taken by the PASC Committee. Further information on wider implications for Swim Ulster/Swim Ireland membership can be found at: [www.swimulster.com](http://www.swimulster.com).

## Committee

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PASC is a voluntary group. The most important document that PASC has is its constitution. This governing document details how the club must manage its affairs. According to the constitution PASC, must be managed by a committee elected at the AGM. The committee must have a chairperson, secretary, and treasurer as executive members and at least 5 other additional adult members. At the AGM a minimum of 8 committee members must be appointed.

There must be a minimum of 6 members to establish a quorum for voting and decision making at committee meetings. Once elected to committee, PASC must ensure all members have Access NI clearance, child protection training and registration with Swim Ireland and Swim Ulster. Other key roles that must be filled within the club include:

### **Child Protection:**

PASC are committed to protecting the welfare of children and young people. We operate to a set of guidelines set out by Swim Ireland/Swim Ulster most recently in October 2015. Any child protection concerns should be directed to the Clubs Children's Officers (CCO) whose names are listed on the club noticeboard in Cascades. Any concerns should be raised with the Club Children's Officers (CCO). For further details see the policies section on [www.portadownasc.com](http://www.portadownasc.com).

Further details on our committee roles and responsibilities are available on [www.portadownasc.com](http://www.portadownasc.com).

## Coaches

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PASC coaches are recruited in line with guidelines set by Swim Ulster. The recruitment process includes confirmation of qualifications, Access NI clearances and child protection awareness training. All club coaches are qualified as required.

Parents/guardians who are interested in coaching are asked to make their interest known to a member of the committee or alternatively at the AGM where their interest can be formally noted. PASC will fund courses for qualification on the basis that the new coach provides a commitment to coaching with PASC for two years.

The club is committed to the personal development and support of our older swimmers and would encourage long standing members to pursue training as coaches to continue their own personal development and on-going commitment to the club.

Coaches are expected to commit to regular sessions to support the club and to keep their skills up to date. Coaches must comply with the PASC 'Coaches Agreement' and Swim Ireland Code of Conduct and other guidelines and policies as appropriate.

The committee's decision to confirm a coach will take into account other factors that will support the smooth running and the ethos of the club.

Coaches joining PASC will meet with the Head Coach to learn how PASC operates and what the expectations are.

For further details on the role and responsibilities of our coaches see [www.portadownasc.com](http://www.portadownasc.com).

## **Code of Conduct**

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In joining PASC as a swimmer, guardian, coach or committee member there is an expected code of conduct. It is the responsibility of each person involved with PASC to be aware, understand and comply with their respective code of conduct.

In joining PASC and in signing the "Member Registration Form", members confirm they will abide by the code of conduct. The PASC CCO's, promote the code of conduct at information sessions throughout the year.

The following Codes of Conduct are available on [www.portadownasc.com](http://www.portadownasc.com)

- PASC Coach Code of Conduct
- PASC Swimmer Code of Conduct
- PASC Parent/Guardian Code of Conduct
- PASC Committee Member Code of Conduct

PASC is affiliated to Swim Ulster and Swim Ireland. PASC swimmers have the opportunity to swim in a number of galas throughout the year. They have the opportunity to swim as PASC team members and to swim as individuals representing PASC. Each of the galas is described in more detail below.

There are four types of galas

**Type 1 Swim Ulster Competitive Team Galas**

- Forest Feast sponsored Aquasprint League
- Provincial Towns League (PTL)

**Type 2 Friendly Team Galas**

- Arthur McDonald
- Armagh County Swimming Championships

**Type 3 Open Graded Gala**

**Type 4 PASC Club Galas**

Club membership fees cover the cost of the Swim Ulster league galas throughout the season. PASC participates in a range of other galas as listed above and PASC cannot fully fund all of these. In this case PASC will fund the relay team costs and swimmers must pay to enter the individual strokes. To enter for individual strokes the swimmer must complete a gala entry form and pay the required gala entry fee. Full information including the gala entry form and fee information is available at the PASC desk and on the weekly club newsletter.

PASC swimmers are notified of the gala dates through the weekly club notes. The PTL and Aquasprint Head Coach, in liaison with the other PASC coaches, will select the team in the weeks leading up to the gala event and inclusion is generally based on swim times and swimmers are strategically selected for strokes to maximise the team's potential for gaining points. Coaches often include 'reserve' swimmers for specific events to enable them to gain experience of competitive events and provide opportunities for them to achieve 'personal bests' in their swim times within a competitive environment.

If selected swimmers are expected to be available. There is significant planning involved for team coaches who must register swimmers' names ahead of the event. Within reason, changes can be made on the day but members should be aware this causes additional work for both participating clubs as all records must be updated prior to the event commencing which can cause delays and effectively undermines the coaches' strategy as swimmers may need to be moved about to take account of absent swimmers.

**PLEASE ALWAYS CONTACT THE TEAM COACH AS SOON AS POSSIBLE IF A SWIMMER CANNOT ATTEND A SCHEDULED EVENT. It is NOT acceptable to simply not show at a Gala event if attendance is confirmed on club night. Swimmers who are persistently not available for events will not be selected for future galas.**

## **Type 1 Swim Ulster Competitive Team Galas**

- **Forest Feast sponsored Aquasprint**
- **Provincial Towns League(PTL) & PTL Time Trials**

PASC participates in two Swim Ulster league competitions: PTL and Aquasprint. Within PASC there are two competitive teams one for each league; the Aquasprint team and the PTL team.

There are 4 Sections within the Aquasprint league and 4 Divisions within the PTL League. Within each Section/Division there are six teams. At the end of each season teams are promoted, demoted or remain in the same Section/Division based on their performance i.e. points awarded through the season. All gala events run on a points system based on Swim Ireland rules.

There are approx 5 galas per year per PTL and Aquasprint league. Galas are either “home” galas hosted by PASC at Cascades or “away” fixtures at the competing clubs home pool.

**Forest Feast sponsored Aquasprint League** Swimmers aged 8 to 11 years old swim in the Aquasprint League. There are four age groups within this league - Group A to Group D. The youngest swimmers are in Group A.

The Aquasprint Gala has six events; Medley Relay, Backstroke, Breaststroke, Butterfly, Freestyle, and Freestyle Relay. Swimmers swim one 25m length of the pool in each individual stroke.

The gala dates have to be set before the end of December. The Galas run December to May. The swim-off is usually held on the first Friday in June.

In the swim-off the three teams with the lowest points in each Section/Division compete in a ‘swim off’ with the 3rd place team relegated to a lower Section/Division. The top three teams compete in a swim-off for promotion to the next Section/Division.

**Provincial Towns League (PTL) and PTL Time Trial** Swimmers from 11 years old are selected to swim PTL. There is no upper age limit in the PTL, however within PASC this is usually between 18 and 25 years of age. There are four age groups within this league - Groups A to Group D. Group A being the youngest age group. Within each age group there is a two year age band.

The PTL gala has seven events; Medley Relay, Backstroke, Breaststroke, Butterfly, Freestyle, Freestyle Relay and IM (Individual Medley). Swimmers in Group A compete over 50m in each individual event. Relays take place over 100m, with the Group A swimmers swimming one length in the Medley Relay.

Swimmers in Group B to D compete over 50m in each individual event with the exception of IM which takes place over 100m. Relays take place over 200m.

The PTL Association meet in June to decide the gala dates for the next season. The Galas run September to April. Teams are ranked according to the gala points they have scored during the season. The highest team is promoted and the lowest scoring team demoted within each division.

**PTL Time Trials** - There are two areas, North Ulster and South Ulster. PASC is in the South Ulster area. This Gala has five events; Backstroke, Breaststroke, Butterfly, Freestyle and IM (Individual Medley).

Only two swimmers (per the PTL grouping A-D) per age group can swim in a stroke. Each swimmer can only swim 2 strokes and an IM. The PASC PTL coach selects the team. In general the two fastest swimmers per stroke per age group are selected.

The PTL Time Trail dates are usually set at the June meeting of the PTL organisers. The heats are usually held in March with the Finals in April.

### **PASC**

- Meet all costs associated with competing in the PTL and Aquasprint galas
- Coaches attend, participate and liaise with the relevant Swim Ulster meetings, officials and procedures
- Organise a coach to take swimmers and parents to and from the away galas
- Coaches attend the galas to organise and support the PASC team
- Committee arrange time keepers and other officials necessary for the gala
- Aim to acknowledge all Aquasprint swimmers who exceed their own best time after the gala with a Personal Best Award (PB) currently 50p per PB.

### **Swimmers**

- To be available
- To arrive on time if not availing of club travel(if available)
- To notify the relevant coach in time if not available
- Abide by the PASC swimmer code of conduct

### **NOTE:**

**Swim Ulster Gala dates cannot be changed. If a gala cannot proceed for some reason an alternative date can be set on the agreement of both participating clubs. If, however, this is not agreed, the club that initiated the cancellation must forfeit the points for the event.**

## **Type 2 Friendly Team Galas**

- **Arthur McDonald Novice Gala**
- **Armagh County Swimming Championship**

PASC participate in at least two such galas per year. The Arthur McDonald hosted by Newry and Mourne ASC and the Armagh County Championship. These Galas are not recognised within the Swim Ulster/Swim Ireland calendar but the guiding principles are taken from Swim Ulster and Swim Ireland. Swimmers are notified of the Arthur McDonald and Armagh County Championship galas through the weekly club notes.

PASC coaches encourage PASC swimmers to participate. These are 'fun' events and a good way to be introduced to competitive swimming. For each event the PASC coaches select PASC relay teams to participate. Swimmers are expected to be available on selection for the relay teams.

**Arthur McDonald Novice Gala** This event organised annually by the Newry and Mourne Amateur Swimming Club is open to swimmers from Portadown, Lurgan and Armagh amateur swimming clubs. It is held on the second Saturday in November and is open to swimmers aged 8 to 11 years old.

The Gala has six events per age group; Medley Relay, Backstroke, Breaststroke, Butterfly, Freestyle, and Freestyle Relay. Swimmers swim one 25m length of the pool in each individual stroke.

Swimmers who have won individual medals in a range of competitions are not eligible to swim in the Arthur McDonald gala. The eligibility criteria is made available each year ahead of the gala.

**Armagh County Swimming Championship** This annual event is open to swimmers from Portadown, Lurgan, Armagh and Newry and Mourne amateur swimming clubs. The participating clubs host the event in rotation. It is held at the end of January/early February. Swimmers under the age of 25 years old are eligible to swim in this gala.

The Gala has six events per age group; Medley Relay, Backstroke, Breaststroke, Butterfly, Freestyle, and Freestyle Relay. There are six age groups in this Gala, one per gender; 10 years and under, 11 years, 12 years, 13 years, 14 years and 15-25 years. There are qualifying times for each stroke within each age group.

Swimmers participate over 50m. The exception is when PASC host the event. When PASC hosts it the swimmers under 10 compete over 33m and the other age groups compete over 66m.

## **PASC**

- Pays the fee for entering PASC relay teams
- Enter the swimmers for the gala on receipt of payment and form completed for individual strokes
- Coaches attend the galas to organise and support the PASC team
- Committee arrange time keepers and other officials necessary for the gala
- Aim to acknowledge all swimmers who exceed their own best time after the gala
- Coaches attend, participate and liaise with the relevant meetings, officials and procedures

## **Swimmers**

- Pay for individual strokes entered
- Expected to be available for relay events
- Notify the relevant coach in time if not available
- Make own travel arrangements
- Abide by the PASC swimmer code of conduct

## **Type 3    Open Graded Gala**

PASC swimmers can participate in the Open Graded Galas organised by Swim Ulster throughout the season. There are several such galas. Swimmers who meet the qualifying times in these Swim Ulster galas qualify for the Ulster Youth & Age Group Championships normally held in March/April each year.

Swimmers are notified of the Open Graded Galas through the weekly club notes. Should an Open Graded Gala coincide with a PTL or an Aquasprint gala swimmers are expected to swim for PASC.

## **PASC**

- Promote gala dates in club notes
- Coaches identify galas to attend
- Coaches liaise with swimmers and guardian re-entry to the gala
- Enter the swimmers for the gala on receipt of payment and form completed
- PASC coach aim to attend galas that the PASC have decided to participate.

## **Swimmers**

- Pay for strokes entered at time of entry
- Make own travel arrangements
- Abide by the PASC swimmer code of conduct

## **Type 4 PASC Club Galas**

It is held at the end of the season. It is designed to give every swimmer an opportunity to participate. The aim of the home gala is to celebrate the year that has been and to thank all involved for their commitment. There is a small pool gala for those swimmers in the “learn to swim” sessions. It is held on the first Wednesday in June after the Aquasprint swim off referred to above. The big pool gala is held on the 1st Saturday in June after the Aquasprint swim off.

### **PASC**

- Organise the gala
- Promote gala in club notes
- Costs covered from club finances
- Committee arrange time keepers and other officials necessary for the gala

### **Swimmers**

- Take part in gala
- Notify coaches if not available day
- Make own travel arrangements
- Abide by the PASC swimmer code of conduct,