



# Open Water Swimming

## Event Book and Safety Guidelines

## State Championships



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# TABLE of CONTENTS

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TABLE of CONTENTS .....	3
WELCOME .....	4
Introduction .....	4
SWIMMINGSA STAFF and APPOINTED PERSONS .....	5
SECTION A – EVENT PLAN.....	6
SECTION B – SOUTH AUSTRALIAN OPEN WATER SWIMMING BY LAWS .....	16
SECTION C - SWIMMINGSA OPEN WATER SWIMMING RULES .....	18
SECTION D – EMERGENCY PLANS .....	30
SECTION E – SAFETY GUIDELINES .....	35
NOMINTED TEAM LEADER FORM .....	40
SWIMMINGSA PROTEST FORM.....	41
Please complete using BLOCK LETTERS .....	41

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## ***WELCOME***

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SwimmingSA has designed this new booklet which supersedes the previous competition rules and meet procedures which were previously known as the “Yellow Document Folder”.

We have endeavoured to simplify and standardise the rules used across all of SwimmingSA’s events to make it easier for members and competitors.

In this single document you will find information and explanations regarding entry procedures, Codes of Behaviour and the rules and by-laws for SwimmingSA Open Water Events conducted in South Australia.

We hope that this new simplified booklet assists you to better understand your rights obligations as a swimmer, parent, committee member, coach or official so that you can enjoy the benefits of competitive swimming.

The Board of SwimmingSA

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## ***Introduction***

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SwimmingSA (SSA) open water swimming (OWS) events are conducted at various beaches and waterways.

First aid and emergency care services will be provided during all of the events in the competition season. This plan details all procedures and protocols to ensure the safety and welfare of all those attending OWS events.

**Section A** is the Event Plan for the procedures and services that will be provided during the events.

**Section B, C & D** is the Event By-Laws, Rules and Procedures

**Section E** is a series of Emergency Guidelines with individual response guidelines for possible emergencies that could occur during an open water event. As the name suggests, they are guidelines and the actual incident will dictate the specific action that is required.

**Section F** is a Safety Guide with audit survey forms that should be completed in the event of dangerous conditions when there is a consideration to move to an alternate venue or to cancel an event altogether.

**VIP Note:** It should be noted that all emergency services provided or undertaken by SSA during an emergency will usually be controlled and under the direction of a co-ordinating authority, typically the Police Service or Surf Life Saving.



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## ***SWIMMINGSA STAFF and APPOINTED PERSONS***

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Trevor Jordan  
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Kim Wong (t)

Lorraine Burford  
Jennie Phillips-Hughes (t)  
Lynne Matthews (t)

Officials working at SwimmingSA events (excluding warm up supervisors and announcers) need to register their presence with the Meet Director or Referee at least half an hour before the scheduled start of the meet.



**Australian Government**  
**Australian Sports Commission**



**be active.**

For Further information please go to the SwimmingSA website, [www.swimmingsa.org.au](http://www.swimmingsa.org.au) or contact the office on 08 71230848

### **Disclaimer**

*SwimmingSA and any other event organisers will not be held liable for any costs and expenses incurred by any person following cancellation of an event outlined in this Event Information Book.*

*This limitation of liability includes but is not limited to any costs or damages incurred by any natural person in respect of the cancelled event.*

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## SECTION A – EVENT PLAN

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### 1.2 Definitions and Abbreviations

For the purposes of this Plan, the definitions and abbreviations below apply:

- **Emergency** - Any situation, which arises from internal or external sources, and which may adversely effect persons or the community generally, requiring an immediate response.
- **Emergency Control Centre** - The co-ordination centre during an emergency.
- **Emergency Plan** - A documented plan of assigned responsibilities, actions and procedures required in the event of an emergency.
- **Evacuation Point** - A designated place where swimmers, patients, supporters, spectators and SSA staff and Officials may be taken/assembled in the event of an emergency.
- **May** - Indicates the existence of an option.
- **Medical Emergency** - Any event in which trained personnel are required to respond effectively to a medical crisis within or beyond the accepted routine of the event.
- **Open Water Swimming** - OWS – events as defined by FINA as events up to 25km in distance held in an ocean, river or lake venue.
- **Royal Life Saving Society** - RLSS – is an organisation that is capable of providing water safety and first aid at a venue during an OWS event via its various State affiliated branches.
- **Shall** - Indicates that a statement is mandatory.
- **Should** - Indicates a recommendation.
- **Surf Life Saving Association** - SLSA – is the National organisation responsible for surf patrols of metropolitan beaches via its numerous affiliated surf lifesaving clubs.
- **Swimming Australia Limited** - SAL – is the National organisation affiliated with FINA, the governing body of world aquatic events.
- **Swimming South Australia** - SSA – is the State organization affiliated with SAL responsible for the conduct and/or sanctioning of open water swimming events conducted by the Association and/or registered and affiliated Swimming Clubs.
- **Water Safety Contractor** - Refers to the Organisation contracted to provide water safety and first aid services for its scheduled program of open water swims.
- **All Ages** - event is open to competitive swimmers of any age
- **All Comer** - is an event open to any South Australian or Interstate or International competitor as recognised by SwimmingSA
- **Approved Event** - an event which has been approved by SwimmingSA and conducted under the rules of SwimmingSA.
- **BBB** - an event in which competitors may nominate and swim either backstroke, breaststroke or butterfly
- **Break Time** - a *break time* is achieved when a swimmer swims faster than the *break time* as listed next to each event (where applicable). The reason for the introduction of break times is to ensure that swimmers are competing in the appropriate level of competition.
- **CBL** - Championship By-Law
- **Combined** - events shall be for both genders and may be for designated or multiple age groups
- **Combined (Relay's Only)** - events shall be a relay event and each team must include at least one member of each gender.
- **Converting Times** - Converting a time achieved in a long course pool to enter a Short Course event is not allowed and vice versa using a short Course time to enter a long course event is not allowed
- **EBL** - Event By-Law
- **False or misleading information** - Is conduct that is misleading or deceptive or is likely to mislead or deceive.
- **Female/Women/Girls** - events shall be restricted to competitors of that gender
- **Long Course (LC)** - the meet is conducted in a 50m pool.
- **Male/Men/Boys** - events shall be restricted to competitors of that gender.
- **Mixed** - male and female genders must may be combined into one event

- **Mixed (Relay's Only)** - events shall be a relay event and each team must include at least one member of each gender.
- **National Qualifying event** – results achieved at these events can be used to qualify for State or National Championship Events.
- **Non Qualifying event** – times achieved at these events cannot be used to enter State or National Championship events.
- **Open Races** – includes competitors of all ages
- **Qualifying Time** – a time is required to enter an event.
- **Recognised Club** – is a club that is a member of a FINA body
- **Recognised Times** – shall:
  - be swum in a 25m or 50m pool; and
  - have the following SwimmingSA endorsed officials present: 1xreferee and 1xstarter and 1xJudge of Stroke; and
  - have the results submitted to SwimmingSA in Team Manager or Meet Manager electronic file within 14days of the event.
- **Short Course (SC)** - the meet is conducted in a 25m pool.
- **Standard time** – must be achieved during a race.
- **State Qualifying event** – results achieved at these events can be used to qualify for State Championship Events.
- **SW** – Swimming Rule
- **Valid times**

For a time to be valid it must meet all of the following requirements

  - Entry times must have been achieved since the 1<sup>st</sup> January the year prior to the date of the event.
  - Conversions are not allowed.
  - For Short Course competitions the time should be achieved in a 25m length pool. A time in a 50m pool is acceptable without any conversion factor.
  - For Long Course competitions the time must have been swum in a 50m pool.
  - The time swum must have been achieved at one of the following events:
    - a) Approved South Australian Open Carnival
    - b) Swimming SA meet
    - c) SA State Championships
    - d) Other State or National Championships.
    - e) Any other sanctioned meet conducted by a State Association
    - f) Any SwimmingSA endorsed event that has 1xReferee, 1xStarter, 1xJudge of Stroke and where the results are submitted to SwimmingSA in Meet Manager or Team Manager.

**Clubs will be fined \$50 per offence when found to be submitting false or misleading information.**

## 1.3 Aim and Objectives

### AIM

The aim of this Event Plan is to ensure appropriate event procedures and safety considerations are in place in the event of any emergency that may occur during the conduct of OWS events.

### OBJECTIVES

- To outline the procedures that will be utilised during the event.
- To outline the facilities that will be utilised during the event.
- To identify those persons with the authority to initiate the Plan.
- To outline command and control functions.
- To state the activation methods for internal and external agencies and services.

## 1.4 Initiation of the Plan

The persons with the authority to initiate this Event Plan and Safety Guidelines during an OWS event are the following:

- Meet Director
- Event Manager

- General Manager
- Referee

## 1.5 First Aid Site

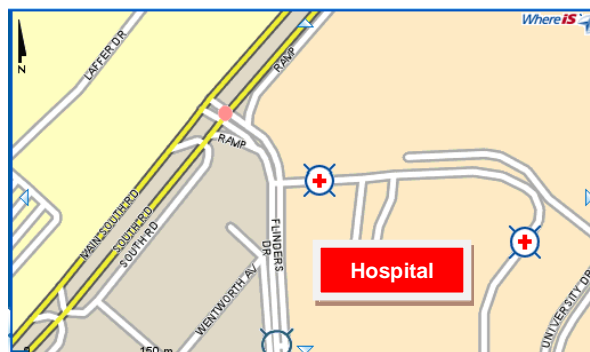
A first aid site will be identified by the contracted providers of water safety when they arrive at the venue in conjunction with the Meet Director and/or Event Manager.

## 1.6 Medical Facilities

### EMERGENCY HOSPITALS

Depending on the venue for a particular SSA OWS event, the nearest public hospitals in the metropolitan area are:

**Flinders Medical Centre**  
**Flinders Drive, Bedford Pk, 5042,**  
**South Australia, Australia**  
**Ph 08 8204 5511**



**Hospital**

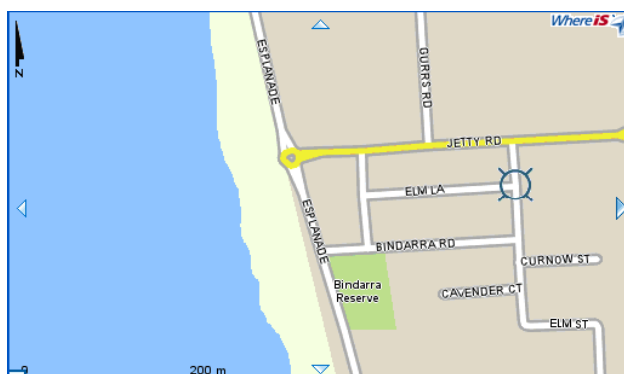
Each hospital has an Accident and Emergency Department. In most cases, ambulance patients will be conveyed to one of these hospitals.

## 1.7 Emergency Services

**Police Services**                      **Emergency Phone No. 000**  
**Ambulance Service**              **Emergency Phone No. 000**

### Your location:

**Intersection of Jetty Road & Esplanade**  
**Brighton Beach Surf Life Saving Club**  
**(Bindarra Reserve)**  
**Brighton, South Australia**



**Police**

## Give your Phone number

## 1.8 Water Safety

A combination of water safety craft such as IRBs, Skis and paddle/rescue boards can be used during SSA OWS events to ensure the safety of competitors. However, the contracted water safety organisation shall provide for the following minimum water safety ratios in support of open water swim events (unless advised otherwise):

- 1 powered craft for every 50 swimmers up to a maximum of 150 swimmers.
- There will be 3 Rescue Powercraft for events using a 1.25km course.



- There will be 4 Rescue Powercraft for events using a 2.5km course.

**VIP Note** – all powered craft used in SSA events are to be fitted with propeller guards as standard equipment.

## 1.9 Major Incidents

The Meet Director and/or the Event Manager and General Manager must be notified of any major incident that occurs on site including any drowning, resuscitation, suspected spinal injury and possible fracture. Specific plans have been developed for particular major incidents that may occur during the event. They may be referred to for guidance and can be found in Section 2 of this Guide.

## 1.10 Logistics

### DRESS STANDARDS AND APPEARANCE

Members undertaking duties as officials or volunteers during a SSA OWS event should be suitably attired in SwimmingSA Official Uniforms or sponsors clothing for ease of identification.

All personnel should be prepared for protection during all extremes of weather (for eg, sunscreen, wide brimmed hats, long sleeved shirts, long trousers/shorts/skirts, rain or shower proof over clothing, etc).

## 1.11 Event Rules

The rules for the conduct of SSA OWS events are the same as those approved by FINA and adopted by SAL for the conduct of OWS events in Australia. Please see Section B,C & D.

## 1.12 Event Procedures

### 1.12.1 General Event Information

**SwimmingSA Open Water Championships will be conducted at Brighton Beach – Jetty Rd.**

All information detailed below can be found on [www.swimming.org.au](http://www.swimming.org.au) in the Events link, under the 'Meets & Results' section.

### 1.12.2 Entry & Results

Competitors must be registered with a club affiliated with a recognised swimming federation.

Competitors must carry their registration card at all times and produce it if asked by an official SwimmingSA representative. Failure to do so may render a swimmer ineligible to compete.

Each competition will have events listed as either an Age Group, Open, Allcomers or Mixed event:

- Age group events are for competitors of specified ages for either gender or both genders.
- Open events are for competitors of any age but only of one gender.
- Allcomers and Mixed events are for competitors of any age or gender.
- Combined (Relays only) are for teams with both male and female genders

Competitors must lodge all event entries with your club nominations officer in a format deemed acceptable by your club and the event organiser, any incomplete or incorrect entries will not be accepted. If you are unsure how to complete an entry card please contact your club nomination officer.

Nomination officers must lodge all entries to SwimmingSA. SwimmingSA entries are currently required in team manager format. Summary and Payment Sheets together with payment must also be forwarded. Entries should be sent to [events@swimmingsa.org.au](mailto:events@swimmingsa.org.au). Nomination officers can call SwimmingSA for further details.

***Please note: as part of our National Making IT Easier plan, a new competition module will be***

*included in the "SwimOnline" Database, and will be used to enter all SwimmingSA events once implemented. It is expected this process will be available sometime in the 2008-09 season. Further information on the implementation of the SwimOnline entry system will be distributed to Clubs and members before the system goes live.*

**Entries can only be lodged through your swim Club nominations officer.**

**State Championship events may require qualification.** The event qualifying times are specified in the SwimmingSA Handbook of Events.

**Results** - will be available from the SwimmingSA website when available

### **1.12.3 Session Times**

The session times are specified on the individual listings in the event handbook.

### **1.12.4 Information for Competitors**

The information below is designed to aid members regarding competitions, for further detailed information refer to the Swimming SA Swimming Rules, By-Laws and Codes of Behaviour.

- Swimming SA events - Any registered competitive swimmer may enter but standard or qualifying times may apply.

### **ON THE DAY OF COMPETITION**

On arrival at the venue competitors must check that your entries are in the program. If there are errors in the program please report them to your team manager. Team managers should direct any queries to the Meet Director or Referee of the Meet.

Read the instructions to competitors and listen to all announcements.

**Withdrawals and Reporting to Swim** – See EBL's & CBL's.

**Disqualifications** - Any queries concerning disqualifications must be directed to the referee

### **1.12.5 Event Programs**

Start Lists will be available for download from the SwimmingSA website prior to the competition commencing.

ASCTA Coaches and Technical Officials who are working at the meet are entitled to a start list – can be collected on the day from the registration.

### **1.12.6 Accreditation**

- All competitors must have their SwimmingSA (or other State issued) membership tag at all meets.
- Coaches are required to have their ASCTA coaches cards

### **1.12.7 Team Leaders**

All Clubs are required to submit at the beginning of each session a Nominated Team Leader form to the Referee or Meet Director. *(new starting 2008)*

Team leaders are required attend a briefing which will be held **30 minutes prior** to the start of each session. Any updated information in relation to the conduct of the event will be made available at the briefing. The venue for this will be announced at the meet.

## 1.13 Member Protection Policy

The SAL Member Protection Policy makes it a breach of the policy for a Prohibited Person (defined as a person who has been convicted of a Serious Sex Offence) to work or seek work in the following roles:

- Coaches who are appointed or seeking appointment (whether employed, contracted or otherwise) for reward;
- Volunteer personnel appointed or seeking appointment, who will or are likely to travel away with teams of competitors under 18 years of age; and
- Persons appointed or seeking appointment to a role in which that person is likely to have individual and unsupervised contact with competitors under 18 years of age (for example, a team manager).

All people aged 18 years and over must sign the Prohibited Person Declaration Form. This form must be signed and returned to your State association with your clubs entries. Anyone aged 18 years and over who has not signed the form will not be admitted into the Championship pool. You only have to sign the form once. If you have already signed and submitted a form you don't need to do it again unless your circumstances have changed.

A **Prohibited Persons Declaration Form** can be found in the appendices of this booklet.

## 1.14 Drug Testing Procedures

Random drug testing may occur at all SwimmingSA events. So that you may be better informed on the procedures involved in drug testing, the Australian Sports Anti-Doping Drug Agency has contributed the following guidelines, which apply to swimmers selected to undergo a drug test. Please note blood samples may be required along with standard urine samples.

### CHANGES TO THE PROHIBITED LIST

From 1 January 2005 there will be some minor changes made to the list of prohibited substances for all sports, including swimming. For more information on these changes please visit the ASADA website ([www.asada.org.au](http://www.asada.org.au)) or ring the drugs in sport hotline on 1800 020 506

### GENERAL GUIDELINES

The Australian Sports Anti-Doping Drug Agency (ASADA) is an independent body responsible for drug testing athletes in and out of competition. ASADA is responsible for selecting athletes for a drug test including winners, placegetters and unplaced competitors. These selections may be made from either the heats or finals of any event. During events all ASADA officials must wear uniform and identification badges. If you are selected for a drug test the following will occur:

- Immediately after the event a chaperone will notify you of your selection and indicate the type of test that will be required. i.e. urine and/or blood. The chaperone will provide you with an Anti-Doping Information Card outlining the testing procedures and your rights in relation to the test. You will be asked to sign a notification form acknowledging receipt of this information sheet and or your notification for a drug test.
- You are permitted to complete a warm-down, participate in medal presentations, compete in further events or fulfil media commitments if required. At all times you must be accompanied by the chaperone.
- You are entitled to have a representative present (generally your manager or coach). The chaperone will accompany you to notify your manager, coach or other people you wish to inform, eg family. If you are providing a blood sample or are under 18 years of age, the presence of an adult representative is strongly recommended.
- As soon as possible after completing your event you must accompany the chaperone to the Drug Control Area and report to the Drug Control Official (DCO) who is supervising the testing.

- You should not consume any unsealed drinks. You will be provided with sealed drinks when you report to the Drug Control Area. You should open them yourself and once opened, be responsible for them. Any food or drink you consume is consumed at your own risk and is not grounds for challenging a test result.

#### **URINE ONLY**

- When you feel ready to provide a urine sample you must notify the DCO.
- The DCO will ask you to select a sample collection container, which you should ensure is sealed.
- A chaperone of the same sex will accompany you to the toilet and in direct view, witness you providing a urine sample of at least 80ml.
- Until the urine sample is sealed you are the only person to handle the container.
- You will be asked to select a sample collection kit, consisting of "A" and "B" labelled containers, which will hold, identify and secure your sample.
- You must check the sample collection kit and ensure its containers are secure and correctly labelled and have not been opened or tampered with.
- You will pour a measured amount of your urine sample into each of the "A" and "B" labelled containers. You will then secure the samples within the sample collection kit.
- The DCO completes the Doping Control Form, recording contact information and recording the kit numbers. You will be asked to declare any medications you have taken in the past week.
- Both you and your representative must check the information and numbers and, if satisfied, sign the form.
- You will be given a copy of the form for your records. The laboratory will be sent only the section detailing the sample, seals and medications to protect your privacy.
- You are then free to go. The samples will be sent to the IOC accredited laboratory and the results will be sent to you approximately 4-5 weeks after the test. The sample will be screened for banned substances in accordance with Swimming Australia Ltd Anti-Doping Policy.

#### **URINE and/or BLOOD**

- All procedures relating to the collection of urine stated above apply for blood and urine samples with the exception that 120ml of urine may be required.
- Blood samples will be collected by a qualified phlebotomist and observed by the swimmer's representative and the ASADA DCO.
- The swimmer will select a kit of blood drawing equipment and a sample collection kit labelled "1" and "2". A total of 12ml of blood will be withdrawn from the swimmers non-preferred arm into the two vials no earlier than 30 minutes following an event or strenuous exercise.
- Please note that the regeneration of this amount of blood will occur within 30 minutes.
- The swimmer is required to seal the vials into the collection containers labelled "1" and "2".
- Paperwork is completed as per the urine sample collection procedure.

#### **OUT OF COMPETITION TESTING**

All Dolphin team members and other swimmers identified by ASI as competing at an elite level are subject to ASADA's national out-of-competition testing program. Some State level swimmers are subject to State testing programs as determined by State and Territory Governments.

- An athlete may be notified in person, by telephone or in writing and the sample collection session will be run by an ASADA official or an official from an authorised testing agency.
- Sample collection will be arranged for a specified time at a designated testing venue, usually within 24 hours of notification, for example after training or in the evening.
- Sample collection may also be arranged on a no-advance-notice basis. In this instance the athlete will be notified in person by an ASADA official or an official from an authorised testing Agency. Notification may take place at a training session, and in some instances athletes may be contacted at their house or place of work. The athlete will be chaperoned from the time of notification until sample provision.
- Samples may include urine and/or blood.

- Where ASADA conducts the sample collection, the procedures are in accordance with the ASADA Act and Regulations.
- Where an authorised testing Agency conducts the sample collection, the procedures are in accordance with the Regulations of that Agency.
- Sample collection may be conducted at the request of FINA or a sample collection Agency.
- When ASADA conducts the sample collection at the request of FINA or a testing Agency, testing will be carried out in accordance with agreed sample collection procedures.
- Elite athletes have responsibilities, which they are obliged to fulfil when notified of a short-notice out-of-competition test. These are outlined in the Anti-Doping Information Card available from ASADA.

#### **FURTHER INFORMATION**

If you require further information on which drugs are permitted in sport, you can call the Drugs in Sport Hotline from Mon to Fri 9am-5pm on 1800 02 05 06. This is a free call and all calls are treated confidentially. The ASADA website ([www.asada.org.au](http://www.asada.org.au)) has a large range of anti-doping related information, including an online searchable list of permitted medications and is a great resource for athletes who have questions about drugs in sport.

## **1.15 Communications**

The first aid site, various water safety craft and the Meet Director, Referee and/or the Event Manager shall be equipped with approved communication devices.

A full list of allocations, call signs and contact telephone numbers are attached as Appendix

## **1.16 Alternative Venue**

In a situation where conditions require the OWS event to be transferred to an alternative venue, all the details above should also apply to the alternative location. Listed below are some considerations relating to potential contingencies and event relocation decisions.

### **1.16.1 POTENTIAL THREATS**

Potential threats that could result in the relocation of a OWS event and the required usage of the contingency plan are as follows:

- Marine stingers.
- Pollution of the water.
- Strong currents or dangerous surf conditions.
- Presence of dangerous marine creatures.
- High levels of algae.
- Forecast adverse weather conditions.

### **1.16.2 CHAIN OF COMMAND**

On the occasion of an event moving to an alternative location, the final decision will rest with the Meet Director after consulting with the General Manager, Event Manager, the event Referee, the Safety and Course Officers and the event water safety contractor.

### **1.16.3 ALTERNATIVE LOCATION**

Depending on the nature of the threat identified and a relocation of venue being considered necessary, the following personnel should conduct the site visit to the alternative location:

- Meet Director or Events Manager.
- Event Referee or the event Safety and Course Officers.
- Water safety contractor.

Either one of the Meet Director or Event Manager should arrange to remain at the original venue to redirect competitors, supporters and spectators as required.

#### **1.16.4 RELOCATION TIMINGS**

Wherever possible, if a decision is made to relocate the event, it is preferable for that decision to be made the day before the event is scheduled to be held.

If not, the decision should be made a minimum of two hours before the time when the event is due to commence. As far as is practically possible, all swimmers and officials involved in the event should be notified at the earliest possible opportunity.

#### **1.16.5 WHO NEEDS TO BE ADVISED**

In a situation where a relocation needs to occur, the following personnel need to be advised:

- General Manager.
- The event Technical Officials.
- Competitors.
- Local Governing Authorities/Venue providers.
- Water Safety Crews/First Aid Providers.
- Sponsors.
- Emergency Services.

#### **1.16.6 MOVEMENT OF OFFICIALS, PERSONNEL & EQUIPMENT**

In a situation where a relocation is to occur, the Event Manager or his/her delegate, shall ensure that the required transportation is available to transport the following:

- Technical Officials
- Water Safety Crews/First Aid Provider
- Competition Gear & Equipment.
- Administration Staff & Equipment.

#### **1.16.7 WEATHER FORECASTING**

In the lead up to the conduct of the event, constant weather forecasting should be observed by the Meet Director to identify potential threats that may occur.

### **1.17 Event Cancellation**

Wherever possible, if an event cannot be relocated and a decision is made to cancel the event altogether, it is preferable for that decision to be made the day before the event is scheduled to be held. If not, the Meet Director and the Event Manager will attend the designated venue to inform all concerned of the cancellation and the reasons for doing so. As far as is practically possible, all swimmers and officials involved in the event should be notified at the earliest possible opportunity.

### **1.18 Appendices**

#### **APPENDIX 1.18.1 - Radio Call Signs**

<b>Position/Service</b>	<b>Name</b>	<b>Call Sign</b>
	May vary from event to event	
Meet Director		Meet Director
First Aid Co-ordinator		First Aid Officer
Water Safety Contractor	IRB (Inflatable 1,2or3) Helicopter (westpac1)	JetBoat (lifesaver3) Jetski (jetski1 or 2)
Event Referee		Referee
Event Safety Officer		Safety Officer

### **APPENDIX 1.18.2 - Telephone Directory**

<b>Position/Service</b>	<b>Name</b>	<b>Telephone No/s</b>
Meet Director	Michelle Doyle	0438040403
Event & General Manager	Craig Hobart	0419010097
<b>Emergency</b>	<b>Police, Fire, Ambulance</b>	<b>000</b>
Also see section 1.7		

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## ***SECTION B – SOUTH AUSTRALIAN OPEN WATER SWIMMING BY LAWS***

---

**NOVEMBER 2010**

- OWBL 1 (i) Each South Australian Open Water Championships will be organised and coordinated by SwimmingSA
- (ii) The South Australian Open Water Swimming Championships shall have separate events, for men and women over the distances of -  
  
2.5km, 5km and 10km
- (iii) The South Australian Age Open Water Swimming Championships shall incorporate separate events for boys and girls over the distances of -  
2.5km for 10, 11, 12, 13, 14, 15, 16 and 17/18 years  
5km for 12, 13, 14, 15, 16 and 17/18 years  
10km for 13, 14, 15, 16 and 17/18 years
- OWBL 2 The minimum age for both male and female swimmers in the 'open age' Open Water Championships shall be fourteen (14) years as at the day of the meet.
- OWBL 3 Entries may be lodged on behalf of a registered member by a Club affiliated with SwimmingSA for the Open and Age Open Water Swimming Championships. The Club or member shall certify that such entry complies with the conditions of entry for the event via the online entry system.
- OWBL 4 SwimmingSA, at its discretion, may set entry standards for all open water events. It may also set time limits by which events must be concluded. Eligibility requirements for each event are defined in the SwimmingSA Handbook of Events and this may also refer competitors to SwimmingSA Event By Laws.
- OWBL 5 SwimmingSA standards for entry to open water events.  
To be eligible to compete at the SA Open Water Championships in the 5km or 10km event/s athletes must meet one or more of the following criteria:  
a) 400m freestyle time equal to or less than 7 minutes 30 seconds or  
b) Evidence of completion of an Open Water Swim since the 1<sup>st</sup> January, the year prior to the date of the swim, detailing the date, distance of swim and time recorded or
- To be eligible to compete at the SA Open Water Championships in the 2.5km event athletes must meet one or more of the following criteria:  
a) 400m freestyle time equal to or less than 7 minutes 30 seconds or  
b) Evidence of completion of an Open Water Swim since the 1<sup>st</sup> January, the year prior to the date of the swim, detailing the date, distance of swim and time recorded or  
c) Evidence of completion of the Surf Lifesaving Bronze Medallion or Surf Rescue Award
- Times shall be the best recorded since the 1<sup>st</sup> January, the year prior to the date of the swim
- OWBL 6 Deleted (point score)
- OWBL 7 CBL 6.1 of the SSA Championship By Laws does not apply to SSA open water events with the exception of CBL 6.1.5. CBL 6.2 still applies to SSA age group open water events.



OWBL 8 Swimwear, for both Men and Women, shall not cover the neck, extend past the shoulder, nor shall extend below the ankle. All Open Water swimsuits shall comply with the FINA Criteria for Materials and Approval Procedures,

In 10km events at the South Australian Open Water Swimming Championships all athletes regardless of age are permitted to wear suits that comply with FINA OWS Suit rules.

In 5km open events at the South Australian Open Water Swimming Championships open athletes are permitted to wear suits that comply with FINA OWS Suit rules.

In 5km age events at the South Australian Open Water Swimming Championships age athletes are only permitted to wear suits that comply with the SAL age suit rules.

NOTE: The SwimmingSA Championships By Laws will be applicable to the conduct of South Australian Open Water Swimming Championships.

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## **SECTION C - SWIMMINGSA OPEN WATER SWIMMING RULES**

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**NOVEMBER 2010**

These rules shall apply to all scratch open water meets conducted in South Australia.

**NOTE:** These rules are based on the current SAL Rules (indicated with an 'A' prefix eg. AOWS 1.3) which are in turn based on FINA Rules (those without an 'A' prefix). All rules which are specific to South Australia will have an 'S' prefix.. Note also that these rules differ from the South Australian Rules relating to Handicap OWS which are all prefixed with 'H' even though in many instances they are the same as the Scratch OWS Rules in South Australia.

Note also that in this instance the FINA OWS Rule numbers vary from the numbering system adopted for SAL OWS Rules. The South Australian Rules have adopted the same numbering system as SAL but the FINA OWS Rule numbers are given in brackets after the main headings for ease of referral.

### **OPEN WATER SWIMMING RULES**

All Swimming Australia Ltd (SAL) Open Water Swimming Championships and Open Water Swimming competitions shall be governed by SAL's *Rules and By-Laws*, as determined from time to time, with the following exceptions and additions.

*All World Championships, Olympic Games, World Cups and FINA competitions shall be governed by the Rules of FINA which are found on the FINA website <http://www.fina.org>.*

All SwimmingSA Open Water Swimming Championships and OWS Competitions shall be governed by SAL's *Rules and By-Laws* as determined from time to time with the exceptions and additions as indicated by the prefix 'S' below. SAL's Rules can be found on the website <http://www.swimming.org.au>.

All references to Race Judges, escort safety craft and swimmer's approved representative relate to races over 10km.

#### **OWS1                      DEFINITIONS (FINA OWS 1)**

AOWS 1.1            OPEN WATER SWIMMING shall be defined as any competition that takes place in rivers, lakes, oceans or water channels, dams or rowing courses except for 10km events.

OWS 1.1.1           MARATHON SWIMMING shall be defined as any 10km event in open water competitions.

OWS 1.2            The age limit for all SSA Open, Open Water Swimming events must be at least 14 years of age..

SAOWS 1.3           The age limit for all SSA Age Open Water Swimming events must be at least 13 years of age for the 10km event and 12 years of age for the 5km event and at least 10 years of age for events less than 5km.

#### **A OWS2                      THE VENUE (FINA OWS 5)**

SOWS 2.1            SSA's Open Water Swimming Championships shall be conducted at a venue as approved by the Board.

- AOWS 2.2 The course shall be in water that is subject to only minor currents or tide and may be salt or fresh water.
- SOWS 2.3 A certificate of suitability for use of the venue should be issued by the appropriate local health and safety authorities. In general terms the certification must relate to water purity and to physical safety from other considerations. In situations in South Australia where local authorities do not issue such certificates, the confirmed **absence** of a warning against swimming because of the condition of the water will be deemed acceptable. The check for any warning on water quality is to be made at the latest opportunity prior to the race, for instance Friday afternoon before a weekend event. An emergency contact with the authority should be provided in case of heavy rain in the intervening period.
- AOWS 2.4 The minimum depth of water at any point on the course shall be one point four (1.40) metres.
- AOWS 2.5 The water temperature should be a minimum of 16°C. It should be checked the day of the race, 2 hours before the start, in the middle of the course at a depth of 40cm. This control should be done in the presence of a Commission made up of the following persons present: a Referee, a Member of the Organising Committee and one Coach from the Teams present designated during the Team Managers' Meeting.
- AOWS 2.6 All turns / alterations of course shall be clearly indicated.
- AOWS 2.7 A clearly marked craft or platform, containing a Turn Judge, shall be positioned at all alterations of course in such a manner as not to obstruct a swimmer's visibility of the turn.
- AOWS2.8 All feeding platforms, turning apparatus and Turn Judges' craft / platforms shall be securely fixed in a position and not be subject to tidal, wind or other movements.
- AOWS 2.9 The final approach to the finish shall be clearly defined with markers of a distinctive colour.
- A OWS 2.10 The finish shall be clearly defined and marked by a vertical face

### ***OWS 3 OFFICIALS (FINA OWS 2)***

- AOWS 3.1 The following officials shall be appointed at Open Water Swimming competitions:
- A Chief Referee,
  - Referees,
  - A Chief Judge
  - Chief Timekeeper plus 2 Timekeepers,
  - Chief Judge plus 2 Finish Judges,
  - Safety Officer,
  - Medical Officer,
  - Course Officer,
  - Clerk of the Course,
  - Recorder,
  - Race Judges (one per swimmer) except for events of 10km or less,
  - Turn Judges (one per alteration of Course),
  - Starter, and
  - Announcer.
- AOWS 3.2 For events of 10km or less the Safety Officer and Course Officer's positions and duties are combined.

#### **OWS 4 DUTIES OF OFFICIALS (FINA OWS 3)**

##### **THE CHIEF REFEREE** shall: (FINA OWS 3.1)

- AOWS 4.1 have full control and authority over all officials and shall approve their assignments and instruct them regarding all special features or regulations related to the competition. The Referee shall enforce all the rules and decisions of FINA and SSA and shall decide all questions relating to the actual conduct of the competition, the final settlement of which is not otherwise covered by these Rules;
- OWS 4.2 have authority to intervene in the competition at any stage to ensure that the Rules are observed.
- OWS 4.2.1 In case of hazardous conditions that jeopardise the safety of the swimmers and the officials, in conjunction with the Safety Officer, the Referee can stop the race.
- OWS 4.3 adjudicate on all protests related to the competition in progress;
- OWS 4.4 give a decision in cases where the Judges' decision and times recorded do not agree
- OWS 4.5 signal to swimmers, by raised flag and short blasts on a whistle, that the start is imminent and when satisfied indicate by pointing the flag at the Starter that the competition may commence;
- AOWS 4.6 disqualify any swimmer for any violation of the Rules that he personally observes or which is reported to him by other authorised officials. Notwithstanding the provisions of OWS 6.3 hereof the Referee may decide to enforce the disqualification at the end of the race.
- OWS 4.7 ensure that all necessary officials for the conduct of the competition are at their respective posts. He may appoint substitutes for any who are absent, incapable of acting or found to be inefficient. He may appoint additional officials if necessary.
- OWS 4.8 receive all reports prior to the start of the race from the Clerk of the Course.

##### **THE REFEREES** shall (FINA OWS 3.9):

- OWS 4.9 have authority to intervene in competition at any stage to ensure that all Rules are observed.;
- OWS 4.10 disqualify any swimmer for any violation of the Rules that he personally observes.

##### **THE STARTER** shall (FINA OWS 3.11):

- OWS 4.11 start the race in accordance with OWS 5 following the signal by the Chief Referee.

##### **THE CHIEF TIMEKEEPER** shall (FINA OWS 3.13):

- AOWS 4.12 assign each Timekeeper to their positions for the start and finish
- OWS 4.13 ensure that a time check is made to allow all persons to synchronise their watches with the official running clocks fifteen (15) minutes before start time;
- OWS 4.14 collect from each timekeeper the time recorded for each swimmer, and, if necessary, inspect their watches; and
- OWS 4.15 record or examine the official time for each swimmer.

**TIMEKEEPERS** shall (FINA OWS 3.16):

- OWS 4.16 take the time of each swimmer. The watches should have memory and print out capability and shall be certified correct to the satisfaction of the Management Committee;
- OWS 4.17 start their watches at the starting signal, and only stop their watches when instructed by the Chief Timekeeper;
- SOWS 4.18 if watches without print out capability have to be used, promptly after each finish, record the time for each finish (and occasionally the swimmer's number as a cross-reference when, and only if, time permits) on the time sheet and turn it over to the Chief Timekeeper when requested.

**NOTE:**

When Automatic Officiating Equipment is used, the same complement of hand timers is to be used as if the AOE equipment was not used.

**THE CHIEF JUDGE** shall (FINA OWS 3.19):

- OWS 4.19 assign each Judge to a position;
- OWS 4.20 record and communicate any decision received from the Referees during the competition
- OWS 4.21 collect after the race, signed results sheets from each Judge and establish the result and placings which shall be sent directly to the Chief Referee.

**FINISH JUDGES, (three)** shall (FINA OWS 3.22):

- OWS 4.22 be positioned in line with the finish where they shall have, at all times, a clear view of the finish;
- OWS 4.23 record after each finish the placing of the swimmers

**NOTE:** Finish Judges shall not act as Timekeepers in the same event.

**EACH RACE JUDGE** shall (FINA OWS 3.24)

- SOWS 4.24 be positioned in a safety craft (or escort safety craft where applicable), assigned by random draw prior to the start, so as to be able to observe between them, the entire race at all times, (or his appointed swimmer where applicable).  
In SA the appointment of Referees and/or Race Judges for 5km and 10km events will depend on the officials available. Their roles are almost interchangeable except that Referees have the authority to disqualify while Race Judges may only recommend. There should be sufficient Race Judges to cover the race, depending on location and course layout.  
At least one Race Judge will also be positioned on the feeding platform to observe and report any violations of the Rules by swimmers or their support.
- OWS 4.25 ensure at all times that the Rules of competition are complied with, violations being recorded in writing and reported to a Referee at the earliest opportunity.
- OWS 4.26 have the power to order a swimmer from the water upon expiry of any time limit so ordered by the Referee.

OWS 4.27 ensure that his appointed swimmer does not take unfair advantage or commit unsporting impediment on another swimmer and if the situation requires, instruct a swimmer to maintain clearance from any other swimmer.

**TURN JUDGES** shall (FINA OWS 3.28):

OWS 4.28 be positioned so as to ensure all swimmers execute the alterations in course as indicated in the competition information documents and as given at the pre-race briefing.

OWS 4.29 record any infringements of the turn procedures on the record sheets provided and indicate the infringement to the Race Judge at the time of infringement by blasts on a whistle.

OWS 4.30 promptly upon completion of the event deliver the signed record sheet to the Chief Judge.

**THE SAFETY OFFICER** shall (FINA OWS 3.31):

OWS 4.31 be responsible to the Referee for all aspects of safety related to the conduct of the competition;

OWS 4.32 check that the entire course, with special regard to the start and finish areas, is safe, suitable, and free of any obstruction;

SOWS 4.33 be responsible for ensuring that sufficient powered safety craft are available during the competition so as to provide full safety backup in addition to the escort safety craft if the race length requires them. All powered craft shall be fitted with propeller guards.

SOWS 4.34 provide to all swimmers prior to the competitions, a tide/current chart clearly indicating the time of tide changes on the course and showing the effect of tides or current on a swimmer's progress along the course;

OWS 4.35 in conjunction with the Medical Officer advise the Referee if, in their opinion, conditions are unsuitable for staging the competition and make recommendations for the modification of the course or the manner in which the competition is conducted.

**THE MEDICAL OFFICER** shall (FINA OWS 3.36):

OWS 4.36 be responsible to the Referee for all medical aspects related to the competition and swimmers;

OWS 4.37 inform the local medical facilities of the nature of the competition and ensure that any casualties can be evacuated to medical facilities at the earliest opportunity;

OWS 4.38 in conjunction with the Safety Officer, advise the Chief Referee if, in their opinion, conditions are unsuitable for staging the competition and make recommendations for the modification of the course or the manner in which the competition is conducted.

**THE COURSE OFFICER** shall (FINA OWS 3.39):

OWS 4.39 be responsible to the Management Committee for the correct survey of the course,

OWS 4.40 ensure the start and finish areas are correctly marked and all equipment has been correctly installed and, where applicable, is in working order;

OWS 4.41 ensure all course alteration points are correctly marked, and manned prior to the commencement of the competition;

- OWS 4.42 with a Referee and Safety Officer inspect the course and markings prior to the commencement of competition;
- OWS 4.43 ensure that Turn Judges are in position prior to the start of the competition and report this to the Referees.

**THE CLERK OF THE COURSE** shall: (FINA OWS 3.44):

- OWS 4.44 assemble and prepare swimmers prior to each event and ensure proper reception facilities at the finish are available for all swimmers;
- OWS 4.45 ensure each swimmer is identified correctly with their race number and that all swimmers have trimmed fingernails and toenails and are not wearing any jewellery, including watches. (Note: jewellery includes studs, rings and other piercings everywhere, incl. navel, nipple, tongue, etc).
- OWS 4.46 be certain all swimmers are present, in the assembly area, at the required time prior to the start;
- OWS 4.47 keep swimmers and officials informed of the time remaining before the start at suitable intervals until the last five minutes, during which one minute warnings shall be given;
- OWS 4.48 be responsible for ensuring that all clothing and equipment left in the start area is transported to the finish area and kept in safekeeping;
- OWS 4.49 ensure that all swimmers leaving the water at the finish have the basic equipment required for their well being should their own attendants not be present at that time.

**THE RECORDER** shall (FINA OWS 3.50):

- SOWS 4.50 record withdrawals from the competition, record disqualifications notified by the Chief Referee, enter results on official forms, and maintain record for team awards as appropriate.
- AOWS 4.51 Report any violation to the Chief Referee on a signed card detailing the event, *the swimmer's number* and rule infringement.

**OWS 5 THE START (FINA OWS 4)**

- OWS 5.1 All Open Water competitions shall start with all swimmers standing on a fixed platform or in water depth sufficient for them to commence swimming on the start signal.
- OWS 5.1.1 When starting from a fixed platform, swimmers shall be assigned a position on the platform, as determined by random draw
- OWS 5.2 The Clerk of the Course shall keep swimmers and officials informed of the time before start at suitable intervals and at one minute intervals for the last five minutes.
- OWS 5.3 When the number of entries dictates, the start shall be segregated in the Men's and Women's competitions. The Men's event shall always start before the Women's event..
- OWS 5.4 The start line shall be clearly defined by either overhead apparatus or by removable equipment at water level.

- OWS 5.5 The Referee shall indicate by a flag held upright and short blasts on a whistle when the start is imminent and indicate that the competition is under Starter's orders by pointing the flag at the Starter.
- OWS 5.6 The Starter shall be positioned so as to be clearly visible to all swimmers.
- OWS 5.6.1 On the Starter command "Take your marks" they shall take up a starting position with at least one foot at the front of the platform.
- OWS 5.6.2 The Starter will give the starting signal when he considers all swimmers are ready.
- OWS 5.7 The start signal shall be both audible and visual.
- OWS 5.8 If in the opinion of the Referee, unfair advantage has been gained at the start the offending swimmers will be given a yellow or red flag in accordance with OWS 6.3.
- OWS 5.9 All safety craft shall be stationed prior to the start so as not to interfere with any swimmer, and, if picking up a swimmer from behind shall navigate in such a way as not to manoeuvre through the field of swimmers. This rule also applies to escort safety craft if the race length requires them.
- OWS 5.10 Although they may start together, in all other respects the Men's and Women's competitions shall be treated as separate events.

#### **OWS 6 THE RACE (FINA OWS 6)**

- OWS 6.1 All Open Water competitions shall be Freestyle events.
- OWS 6.2 In races over 10km, Race Judges shall instruct any swimmer who is, in their opinion, taking unfair advantage by pacing or slip streaming with the escort craft to move clear.
- OWS 6.3 Disqualification Procedure
- AOWS 6.3.1 For races over 10km where escort craft are prescribed, if in the opinion of the Chief Referee or Referees, any swimmer, or swimmer's approved representative, or escort safety craft, takes advantage by committing any violation of the rules by making intentional contact with any swimmer, the following proceeding shall apply:
- 1st Infraction:*  
*A yellow flag and a card bearing the swimmer's number shall be raised to indicate and to inform the swimmer that he is in violation of the Rules.*
- 2nd Infraction:*  
*A red flag and a card bearing the swimmer's number shall be raised by the Referee (OWS 4.6) to indicate and to inform the swimmer that he is for the second time in violation of the Rules. The swimmer shall be disqualified. He must leave the water immediately and be placed in an escort craft, and take no further part in the race.*
- AOWS 6.3.2 If in the opinion of the Referee, an action of a swimmer or an escort safety craft or a swimmer's approved representative, is deemed to be "Unsporting", the Referee shall disqualify the swimmer concerned immediately.



- OWS 6.4 Safety craft (or escort safety craft in races greater than 10km) shall manoeuvre so as not to obstruct or place themselves directly ahead of any swimmer and not take unfair advantage by pacing or slip streaming.
- OWS 6.5 When used, escort safety craft shall attempt to maintain a constant position so as to station the swimmer at, or forward of, the mid point of the escort safety craft.
- OWS 6.6 Standing on the bottom during a race shall not disqualify a swimmer, but they may not walk or jump.
- OWS 6.7 With the exception of OWS 6.6 swimmers shall not receive support from any fixed or floating object and shall not *intentionally* touch or be touched by any safety craft or crew therein.
- OWS 6.7.1 Rendering assistance by an Official Medical Officer to a swimmer in apparent distress should always supersede official rules of disqualification through “intentional contact” with a swimmer (OWS 6.7) ie. assistance from a safety craft may not mean automatic disqualification but the Official Medical Officer will have the final decision on whether any swimmer must withdraw..
- OWS 6.8 deleted (Persons in Escort Safety Craft)
- SOWS 6.9 No swimmer shall be permitted to use or wear any device which may be an aid to their speed, endurance or buoyancy. Goggles, a maximum of two (2) caps, nose clip and earplugs may be used. Approved swimsuits are defined in South Australian OWBL 8.
- OWS 6.10 Swimmers shall be allowed to use grease or other such substances providing these are not, in the opinion of the Referee, excessive.
- OWS 6.11 The pacing of a swimmer by another person entering the water is not permitted.
- OWS 6.12 Coaching and the giving of instructions by the approved swimmer’s representative on the feeding platform or in the escort safety craft is permitted. No whistle shall be allowed .
- OWS 6.13 When taking sustenance swimmers may use Rule OWS 6.6 provided Rule OWS 6.7 is not infringed.
- SOWS 6.14 All swimmers shall have their competition number clearly displayed in waterproof ink on their caps, upper back, and arms.
- OWS 6.15 When required in races greater than 10km, each escort safety craft shall display the swimmer’s competition number, so as to be easily seen from either side of the escort safety craft, and the national flag of the swimmer’s Federation.
- SAOWS 6.16 Time Limits
- AOWS 6.16.1 In all events, time limits shall apply as follows from the finish time of the first South Australian swimmers in each appropriate age group and gender:
- Events under 25km - 30 minutes  
Events of 25km - 60 minutes  
Events over 25km - 120 minutes

- OVS 6.16.2 Swimmers who do not finish the course within the time limits shall be removed from the water except that the Referee may allow a swimmer outside the time limit to complete the course but not participate in any points or prizes awarded.
- OVS 6.17 Emergency Abandonment
- OVS 6.17.1 In cases of emergency abandonment of races of 10km or less, the race will be restarted from the beginning at the earliest possible moment.
- OVS 6.17.2 In cases of emergency abandonment for any race of longer than 10km, where the lead swimmer has accomplished at least three-quarters ( $\frac{3}{4}$ ) of the race, the final ranking will be reported by the Chief Referee. If the lead swimmer has not completed three-quarters ( $\frac{3}{4}$ ) of the race, it will be restarted from the beginning at the earliest moment possible.
- SOWS 6.18 Safety Craft and Escort Safety Craft
- SOWS 6.18.1 Safety Craft are to be used in competitions under 10km where individual escort safety craft are not prescribed.
- SOWS 6.18.2 Safety Craft shall be used to patrol the swim.
- a. the minimum number of safety craft shall be no less than one craft per six swimmers.
  - b. there shall be at least one power craft.
  - c. all power craft must have propeller guards.
  - d. powercraft must remain a minimum of 15 metres from the swimmers and to the shore side of the swimmers (where practical) except when executing a rescue
  - e. life jackets must be available on all Safety Craft and Escort Safety Craft and should be worn by all persons in the boat
- SOWS 6.18.3 The Referee shall not allow the race to commence unless adequate safety craft are available.
- SOWS 6.19 Feeding Stations.  
All swimmers' representatives on Feeding Stations must comply with the following:
- SOWS 6.19.1 the feeding station must only be entered by one approved swimmer's representative, having their credentials visible.
- SOWS 6.19.2 the approved swimmer's representative must only stay on the feeding station for the shortest practical time. The approved swimmer's representative should enter the feeding station shortly before the swimmer is due to pass and must leave immediately after the swimmer has passed the feeding station.
- SOWS 6.19.3 the approved swimmer's representative must not interfere with any other approved swimmer's representative or with any swimmer or their feeding supplies.
- SOWS 6.19.4 the approved swimmer's representative must not make contact with any swimmer.
- SOWS 6.19.5 the feeding poles are not to exceed 3 metres in length when extended.
- SOWS 6.19.6 No objects, rope or wire may hang off the feeding poles, except a flag not exceeding the size of 30cm x 20cm.

## **OWS 7 THE FINISH OF THE RACE (FINA OWS 7)**

- OWS 7.1 The area leading to the finish apparatus should be clearly marked by rows of buoys which narrow as they get closer to the finish wall. Escort safety craft should be stationed at the approach to and entrance of the finish lane to ensure that only the escort safety craft authorised to do so enter or cross this entrance.
- SOWS 7.2 To complete the race swimmers must touch the finishing apparatus. The finish apparatus should, where possible, be a vertical wall at least 5 metres wide fixed if necessary to floatation devices, securely fastened in place so as not to be moved by wind, tide or force of a swimmer striking the wall except when Automated Officiating Equipment is being used. *Where possible and costs permit*, the finish should be filmed and recorded by video system with slow motion and recall facilities including timing equipment.
- OWS 7.2.1 When automatic Officiating Equipment is used for timing of competitions in accordance with Rule SW 11, microchip transponder technology capable of providing split times is mandatory and should be added to the Equipment. Use of microchip transponder technology is mandatory for competitions at the World Championships and Olympic Games. Microchip timing technology will be recorded officially in tenths of seconds. The final places will be determined by the Referee based upon the Finish Judges' report and the finish video tape.
- AOWS 7.2.2 Where microchip transponder technology is used, it is mandatory for all swimmers to wear a microchip transponder on each wrist throughout the race. If a swimmer loses a transponder, the *Race* Judge or other authorised Official, will immediately inform the Referee who will instruct the responsible Official on the water to issue a replacement transponder. Any swimmer who finishes the race without a transponder will be disqualified.
- OWS 7.3 The Finish Judges and Timekeepers shall be placed so as to be able to observe the finish at all times. The area in which they are stationed should be for their exclusive use.
- OWS 7.4 Every effort should be made to ensure that the swimmers' representative can get from the escort safety craft to meet the swimmer as they leave the water.
- OWS 7.5 Upon leaving the water some swimmers may require assistance. Swimmers should only be touched or handled if they clearly display a need, or ask for assistance.
- OWS 7.6 A member of the Medical Team should inspect the swimmers as they leave the water. A chair, in which the swimmer can sit while an assessment is made, should be provided.
- OWS 7.7 Once cleared by the Medical Member, swimmers should be given access to refreshment.

## **OWS8 HANDICAPPING**

- OWS8.1 Event standard times shall be:
- a) 5km events standard time shall be 1:34:00.00
  - b) 10km event standard time shall be 3:09:00.00
  - c) 25km event standard time shall be 7:49:00.00
  - d) All other event openwater event standard times shall be calculated by  
$$\frac{\text{event distance}}{400} \times 7 \text{ minutes } 30 \text{ seconds}$$
- OWS8.2 ELIGIBILITY
- OWS 8.2.1 To be eligible to compete in an Open Water Swim entrants shall supply on their entry card either:

- d) 400 m freestyle time equal to or less than 7 minutes 30 seconds, or
- e) Evidence of completion of an Open Water Swim since the 1<sup>st</sup> January, the year prior to the date of the swim, detailing the date, distance of swim and time recorded.

OWS 8.2.2	<p>Times shall be the best recorded since the 1<sup>st</sup> January, the year prior to the date of the swim</p> <p>Any entrant who cannot currently achieve a time equal to or less than 7 minutes 30 seconds for 400 metres freestyle, or provide evidence of the completion of an Open Water Swim as detailed above, shall not be provided with a handicap and shall not be permitted to start in the meet.</p>
OWS 8.2.3	In addition for handicap events swimmers must provide two other freestyle times over different distances.
OWS 8.2.4	Times shall be the best recorded since the 1 <sup>st</sup> January year prior to the date of the swim. Pool times shall be assumed to be Long Course unless otherwise indicated.
OWS 8.3	HANDICAPPING
OWS8.3.1	<p>Handicaps shall be calculated using competitors' calculated swim times. These times shall be:</p> <ul style="list-style-type: none"> <li>a) Calculated for each competitor using all available times that the handicappers consider valid; or</li> <li>b) The event standard time where the calculated swim time exceeds the event standard time.</li> </ul>
OWS 8.4	PENALTIES
OWS 8.4.1	A three minute penalty shall be added to the calculated go mark by the handicappers when entry requirements, as detailed in OWS3.1, are not met.
OWS 8.4.2	A five minute penalty shall be added to the calculated go mark by the handicappers when incorrect times, as detailed in OWS3.2, are declared.
OWS 8.4.3	Competing clubs shall be advised by the General Manger of any penalties, and reason for penalty, applied to their members at least 5 working days prior to the date of the swim.
OWS 8.5	PROTEST ON PENALTIES (State conducted Events)
OWS 8.5.1	<p>Any entrant may lodge a protest on penalties applied by:</p> <ul style="list-style-type: none"> <li>a) Contacting the General Manager no less than 3 working days prior to the day of the swim; and</li> <li>b) Stating the reason for the protest.</li> </ul>
OWS8.5.2	Protests shall be referred to the Technical Committee.
OWS 8.5.3	The decision of the Technical Committee shall be final.
OWS 8.6	PROTEST ON PENALTIES (Club conducted Events)
OWS 8.6.1	<p>Any entrant may lodge a protest on penalties applied by:</p> <ul style="list-style-type: none"> <li>a) Contacting the Meet Director no less than 3 working days prior to the day of the swim; and</li> <li>b) Stating the reason for the protest.</li> </ul>

- OWS8.6.2      *Protests shall be referred to the Referee and Meet Director prior to the Start of the Event and they shall determine a resolution.*
- OWS 8.6.3      *The decision of the Referee and Meet Director shall be final.*

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## SECTION D – EMERGENCY PLANS

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### 2.1 Introduction

This section of the Plan offers some suggestions as to how emergencies could be handled should they occur during the conduct of an OWS event.

While not every type of emergency is covered by these examples, they do look at the 5 likely scenarios that could eventuate from conducting a swim in an open water environment.

The 5 emergencies are:

- MISSING PERSON IN THE WATER
- RESUSCITATION
- SHARK ALARM
- MAJOR INCIDENT
- BOMB THREAT

The persons with the authority to initiate these disaster plans are the following:

- Meet Director
- Safety Officer
- Referee

### 2.2 Missing Person In The Water

**Initial Action:** Confirm nature of incident as a missing swimmer.

**Ascertain details:** Location of swim, course layout.  
Obtain description of swimmer - competitor number

- race
- age
- sex
- height
- colour and length of hair
- clothing
- any distinguishing marks

Is there anyone in charge as yet? ( should be Safety Officer)  
What action has already been taken?

**Commence Log:** Time/Date/Place of event.  
Identity of informant.  
Location of informant.

**Notify:** **Police Phone 000**  
**(As appropriate)** Ambulance / Water Police  
General Manager  
Meet Director  
Event Manager

**Transport:** Arrange for the transport of first aid, medical equipment and relevant personnel to site.

**At Scene:** Continue Log.

Missing Person

Reconcile all other swimmers, competitors and craft still on/in the water. Check swimmers off against the start list(s).  
 Immediately note conditions, especially directions of currents.  
 Ensure no further danger if others are still in the water.  
 Ascertain exact time and location victim last seen.  
 Cordon-off scene, set outer perimeter - consider crowd control.  
 Set up command post.  
 Set up triage and casualty area (if necessary).  
 Arrange access for relatives / supporters if on site.  
 Arrange emergency vehicle access.  
 Co-ordinate search for swimmer with Police and other authorities.  
 Locate parents/relatives if not already at event.  
 Arrange refreshments.

**Personnel required at Command Post:** General Manager or delegate  
 Police / Ambulance Co-ordinator  
 Search Co-ordinator  
 Log Keeper

**At completion:** Arrange an area away from activities and interruptions and ensure police, ambulance co-ordinators and first aider(s) in attendance for incident debrief. Arrange refreshments.  
 Meet Director to conduct debrief and take notes.  
 Take contact details of all major participants in action.  
 Ensure someone from SSA is present to thank participants in the action.  
 Ensure all equipment is accounted for. Clean equipment.  
 Replenish supplies as required.

## 2.3 Resuscitation

**Initial Action:** Confirm nature of incident as swimmer requiring resuscitation.

**Ascertain details:** Location of swimmer.  
 Extent of incident - how serious?  
 Confirm ID of patient.  
 Is there anyone in charge as yet?

**Commence Log:** Time/Date/Place.  
 Identity of informant.  
 Location of informant.

**Notify:** **Police. Phone 000**  
**(As appropriate)** General Manager.  
 Meet Director  
 Event Manager

**Transport:** Arrange for the transport of first aid, medical equipment and relevant personnel to site.  
 Specific equipment to include Oxy-Viva, Defibrillator, Emergency kit. Safety and Medical Officer must attend scene.

**At Scene:** Continue Log.  
 Return swimmer to shore ASAP. Ensure no further danger to patient.  
 Cordon-off scene, set outer perimeter - consider crowd control.  
 Arrange escort for relatives to first aid area.

Arrange emergency vehicle access.  
Trained first aider(s) to undertake necessary treatment until ambulance service arrives on site.

**At First Aid area:** Commence Log.  
Arrange area for relatives of patient.  
Arrange trauma and grief counselling if necessary.  
Transport emergency care equipment to primary site as required.  
Ensure adequate stocks of first aid supplies.  
All requests for information (inc. media) through the General Manager. Arrange refreshments

**Personnel required at Command Post:** General Manager or delegate  
Police / Ambulance Co-ordinator  
Search Co-ordinator  
Log Keeper

**At completion:** Arrange an area away from activities and interruptions and ensure police, ambulance co-ordinators and first aider(s) in attendance for incident debrief. Arrange refreshments.  
Meet Director to conduct debrief and take notes.  
Take contact details of all major participants in action.  
Ensure someone from SSA is present to thank participants in the action.  
Ensure all equipment is accounted for, clean equipment.  
Replenish supplies as required.

## 2.4 Shark Alarm

**Initial Action:** Confirm nature of incident as a shark sighting.

**Ascertain details:** Location of shark - last sighting  
- direction of travel  
How many?  
ID of informant.  
Is there anyone in charge as yet?

**Notify:** **Police phone 000**  
Referee  
Safety Officer  
General Manager  
Meet Director  
Event Manager

**Consider:** Services of a shark spotter Helicopter/Plane – through police

**At Scene:** Safety Officer and Referee to review situation.  
Consider removing all swimmers from the water.  
Consider closing the venue and stopping event.  
Take appropriate action to ensure security of competitors and public.

**Personnel required at Command Post:** Meet Director  
Safety Officer

Surf Life saving personnel will activate a shark alarm.



If a shark attack actually takes place, undertake immediate medical treatment and follow “Major Incident” guidelines.

***Immediately remove all swimmers and event personnel from the water and reconcile swimmers against the event start list and on-water personnel against the duty roster.***

## 2.5 Major Incident

<b>Initial Action:</b>	<b><u>Confirm</u></b> nature of incident as a ‘major incident’, for eg. a shark attack, a drowning, serious health problem like a heart attack, boating accident, etc.
<b>Ascertain details:</b>	Location of incident. Nature of incident. Extent of incident - how serious? Number of possible injuries. Is there anyone in charge as yet?
<b>Commence Log:</b>	Time/Date/Place. Identity of informant. Location of informant.
<b>Notify: (As appropriate)</b>	<b>Police services. Phone 000</b> General Manager. Meet Director Event Manager
<b>Transport:</b>	Arrange for the transport of first aid, medical equipment and relevant personnel to site.
<b>At Scene:</b>	Continue Log. Ensure no further danger. Cordon-off scene. Set outer perimeter - consider crowd control. Arrange emergency vehicle access.
<b>At completion:</b>	Arrange venue away from activities and interruptions and ensure police, ambulance co-ordinators and first aider(s) in attendance for incident debrief. Arrange refreshments. Meet Director to conduct debrief and take notes. Take contact details of all major participants in action. Ensure someone from SSA is present to thank participants in the action. Ensure all equipment is accounted for, clean equipment. Replenish supplies as required. Complete Major Incident Report Form.
	<b>In the case of alleged criminal activity, all injuries and first aid treatments must be fully documented by the SSA Meet Director.</b>

## 2.6 Bomb Threats

*(Bomb Incident - Treat as per “Major Incident” Response Guide)*

**Initial Action:** **Confirm** nature of incident as a bomb threat.

**Treat all Bomb Threats as genuine.**

**Ascertain details:** Location? - Person/s or site/venue threatened.  
Type of device?  
Any time limit?

**If a telephone threat - has the telephone line been kept open?**

**Commence Log:** Time/Date/Place.  
Identity of informant.  
Location of informant.  
Record full account of conversation outlining threat.

**Notify:** **Police services. Phone 000**  
Meet Director.  
Event Manager.  
General Manager

Note: Do not reveal the nature of the problem over a radio

**At Scene:** **Do not use any transmitting devices - mobile phones, radios, pagers, etc - in the vicinity of the incident site.**

Continue Log.  
Evacuate area and surrounds to place of safety.  
Establish assembly area - put someone in charge.  
Cordon-off scene.  
Set up command post.  
Arrange ambulance access (if attending).  
Assist with police requests.  
All requests for information (inc. media) to command post.

**Personnel required at Command Post:** Meet Director  
General Manager  
Police Coordinator  
Log Keeper

**At completion:** Arrange venue away from activities and interruptions and ensure police, ambulance co-ordinators and first aider(s) in attendance for incident debrief.  
Arrange refreshments.  
Meet Director to conduct debrief and take notes.  
Take contact details of all major participants in action.  
Ensure someone from SSA is present to thank participants in the action.  
Ensure all equipment is accounted for, clean equipment.  
Replenish supplies as required.  
Complete Major Incident Report Form.

Major Incident Report Forms should be completed by the Meet Director for record purposes within the SSA office.

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## ***SECTION E – SAFETY GUIDELINES***

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### **3.1 Introduction**

This Section of the Plan provides a guide to assist in recognising and evaluating risks associated with competition in an open water environment.

### **3.2 Aim**

This guide aims to:-

- Help identify existing and potential health and safety issues.
- Raise the overall awareness of hazard identification and risk reduction.
- Assist in establishing risk management procedures.

### **3.3 Process**

The process that this guide outlines is in five stages:-

#### **3.3.1 HAZARD IDENTIFICATION**

The primary hazards associated with competition in an open water environment are similar to those associated with every day aquatic recreation.

<b>WATER</b>	-	Depth and clarity of water Current or predicted effect of tides
<b>GEOGRAPHIC</b>	-	Water conditions Headlands, groynes etc Seaweed, debris etc
<b>CLIMATIC CONDITIONS</b>	-	Wind Direction Intensity Weather Heat Humidity Rain Cold
<b>OTHER</b>	-	Marine Stingers Dangerous Marine Life Available light
<b>HUMAN</b>	-	Skill Level Endurance/Fitness Experience/Age Group(s) Strength
<b>EQUIPMENT</b>	-	Craft type IRBs Skis Boards Other

### **3.3.2 RISK ASSESSMENT**

The purpose of conducting a Risk Assessment is to establish the level of risk and possible outcomes.

#### **i) ESTABLISH RISK LEVEL**

⇒ Utilise local knowledge

#### **ii) CONSIDER RISK MITIGATION STRATEGIES CURRENTLY AVAILABLE**

⇒ Water Safety

⇒ Medical

⇒ First Aid

⇒ Communications

⇒ Access to Emergency Services

#### **iii) CONSIDER POSSIBLE OUTCOMES**

⇒ Event(s) not conforming to timetable

⇒ Minor equipment damage

⇒ Minor injury

⇒ Major equipment damage

⇒ Loss or destruction of equipment

⇒ Major injury

### **3.3.3 DEVELOP AN ACTION PLAN**

Consider the range of options available for conducting the event:-

⇒ Continue/Commence Event

⇒ Consult with swimmers regarding the competency of competitors

⇒ Modification of selected events

⇒ Delaying selected events

⇒ Change of venue for selected events

⇒ Change of venue

⇒ Cancellation of selected events

⇒ Cancellation of total event

⇒ Consider a combination of options

### **3.3.4 REVIEW AND MONITOR**

Once an Action Plan has been implemented the situation should be subject to a monitoring process.

The form at Appendix 3.4.1 should be reviewed after each event.

### **3.3.5 REPORTS**

A written report should be submitted concerning any major incidents. As a minimum the report should outline:

A) Nature of the incident

B) The response

C) Decision making process leading up to the incident

D) Recommendations for future events

The form at Appendix 3.4.2 should be completed whenever there is a major incident at an OWS event.

Event Review Worksheets should be completed by the appointed Meet Director for record purposes within the SSA office.

Major Incident Report Forms should be completed by the SSA Meet Director for record purposes within the SSA office.

## **3.4 Appendices**

See over page for:

- 3.4.1 Event Review Worksheet
- 3.4.2 Major Incident Worksheet


# APPENDIX 3.4.1

	<b><u>EVENT REVIEW WORKSHEET</u></b>	
	Event: _____	Date: _____
	Person Completing Form: _____	

ADVERSE EFFECTS ON SAFETY	YES	NO	CONSIDERATIONS/VARIABLES	YES	NO
<b><u>WATER</u></b>			<b><u>EVENT DISTANCES</u></b>		
Depth of Water			1.25km		
Water clarity			2.5km		
Tides/Currents			5km		
Remarks:			10km		
<b><u>GEOGRAPHIC</u></b>			<b><u>COMPETITORS</u></b>		
Water conditions – surf, rips, etc			Varying ages, sexes		
Headland, groynes, etc.			Varying abilities		
Seaweed/debris			Numbers – note start numbers		
Remarks:			Remarks:		
<b><u>CLIMATE</u></b>			<b><u>EMERGENCY/SAFETY SERVICES</u></b>		
Wind – direction, strength, etc			Water safety personnel		
Weather – humid, foggy, etc			Water safety craft – IRBs, skis, etc		
Temperature – cold, hot, etc			Medical facilities, eg first aid box		
Remarks:			First Aid equipment, eg oxy viva		
			Rescue equipment, eg stretcher		
			Communication system in place		
			Access to Emergency Services		
<b><u>OTHER</u></b>			<b><u>OPTIONS</u></b>		
Marine Stingers, jellyfish			Continue/Commence/Delay Event		
Other Marine Life – note type			Consult with Team Managers		
Available natural light			Modify Selected Event		
Remarks:			Change of Venue - Selected Events		
			Cancellation of Selected Events		
			Cancellation - Total		

## **ACTION PLAN**

## APPENDIX 3.4.2

	<b><u>MAJOR INCIDENT WORKSHEET</u></b>	
	Event: _____	Date: _____
	Person Completing Form: _____	

<b><u>Description</u></b>	<b><u>Reported</u></b>	<b><u>Significance</u> On scale 0-5</b>
Minor Equipment Damage (requiring repairs)		
Injury – Minor (cuts, scratches, stings, etc)		
Major Equipment Damage or failure (requiring replacement)		
Missing Swimmer(s)		
Swimmer(s) Resuscitated		
Shark Alarm/Attack		
Injury – Major (heart attack, severe marine stings, etc)		
Death of Competitor (drowning, shark attack, boat accident, etc)		
Bomb Threat		
Review of Action Plan (actions taken, recommendations, etc):		
_____		
_____		
_____		
_____		

<b>MAJOR INCIDENT - INTERIM REPORT</b>	
NATURE OF INCIDENT:	
_____	
RESPONSE:	
_____	
COMMENTS:	
_____	

**NAME OF MEET:** \_\_\_\_\_**CLUB NAME:** \_\_\_\_\_***SAL MEMBER PROTECTION POLICY - PROHIBITED PERSON DECLARATION***

The Swimming Australia Member Protection Policy makes it a breach of the policy for a Prohibited Person (defined as a person who has been convicted of a Serious Sex Offence) to work or seek work in the following roles:

- Coaches who are appointed or seeking appointment (whether employed, contracted or otherwise) for reward;
- Volunteer personnel appointed or seeking appointment, who will or are likely to travel away with teams of competitors under 18 years of age; and
- Persons appointed or seeking appointment to a role in which that person is likely to have individual and unsupervised contact with competitors under 18 years of age (for example, a team manager).

The Swimming Australia Member Protection Policy also makes it a breach of the policy to appoint, or continue to appoint, a person to a role set out above:

- Without first obtaining this declaration; or
- Where this declaration reveals the person is a Prohibited Person.

The Swimming Australia Member Protection Policy defines a Serious Sex Offence to mean an offence involving sexual activity or acts of indecency including but not limited to:

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>• Rape</li><li>• Unlawful Sexual Intercourse</li><li>• Indecent assault</li><li>• Sexual assault</li><li>• Assault with intent to have sexual intercourse</li><li>• Incest</li><li>• Sexual penetration of child under the age of 17</li><li>• Indecent act with child under the age of 17</li><li>• Sexual relationship with child under the age of 17</li><li>• Sexual offences against people with impaired mental functioning</li><li>• Abduction and detention</li><li>• Procuring sexual penetration by threats or fraud</li></ul> | <ul style="list-style-type: none"><li>• Procuring sexual penetration of child under the age of 17</li><li>• Bestiality</li><li>• Soliciting acts of sexual penetration or indecent acts</li><li>• Promoting or engaging in acts of child prostitution</li><li>• Obtaining benefits from child prostitution</li><li>• Possession of child pornography</li><li>• Publishing child pornography and indecent articles.</li><li>• Indecent filming of a child under the age of 17 years.</li></ul> |
|--|---|

**Declaration**

I am aware that I am ineligible to work or seek work in the roles set out above if I have been convicted of a Serious Sex Offence, as defined in the Swimming Australia Member Protection Policy.

I have read and understood the above information in relation to the Swimming Australia Member Protection Policy and understand my responsibilities and obligations under it.

I declare that I am not a person prohibited under the Swimming Australia Member Protection Policy from working or seeking work in the roles set out above.

I acknowledge that I am required to advise the CEO or most senior manager of the organisation appointing me, immediately upon becoming a Prohibited Person.

**Team Manager Name:** \_\_\_\_\_**Signature:** \_\_\_\_\_

Please note if your club has more than one or a different team manager for any of the sessions – each team manager is required to complete a Team Leader form.

Starting March 2010 - SwimmingSA will require that all Team Managers, Technical Officials and Coaches (at SwimmingSA Endorsed Events) complete a National Police Certificate. If you are undertaking the duties of the positions named above please ensure that you provide SwimmingSA with your certificate, if you do not have a current National Police Certificate please contact your club to organise to obtain one.



# SWIMMINGSA PROTEST FORM

Please complete using BLOCK LETTERS

To be submitted to the Meet Director or Referee, by the responsible team leader, together with \$75.  
Form must be submitted within 30 minutes following the conclusion of the respective competition.

Event No.	Event	Male	Female
<b>Reason(s):</b>			
<hr/>			
<hr/>			
<hr/>			
<hr/>			
<hr/>			
<hr/>			
<hr/>			
<hr/>			
<hr/>			

Team Manager Name

Athlete Name

Team Manager Signature

Club Name

Date

Time of Delivery

SSA Use Only

Received by Meet Director/Referee

Signature

Protest Deposit Amount Received

DECISION RECORDED OVER PAGE



# PROTEST FORM

Referees Consideration:

☐

Protest Upheld

☐

Protest Rejected

Reason(s):

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Time

Received by SAL Technical Manager

Decision Accepted:

☐

Yes

☐

No

Team Manager Name

Team Manager Signature

Jury of Appeal Decision

Date

Time

Jury of Appeal Signature

