

## December Open Meet 2<sup>nd</sup> and 3<sup>rd</sup> December 2023 – Licence No. 3ER231737

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

Session	Warm Up	Start	Est. Finish
1	2.30pm	3:20pm	4:55pm
2*	5:10pm	6:00pm	7:45pm
3	8.30am	9.30am	11:40am
4*	11:50pm	12:50pm	3:15pm
5*	3:30pm	4:30pm	5:45pm
*subject to change on the day			

There has been a great response to our Open meet this year and thank you all for supporting it. Please read the following carefully:

1. Entry Fees for Spectators will be £4 per session or £7 all day Saturday and £10 Sunday. A raffle will be running on both days.
2. All clubs/swimmers will be based in the Squash courts, these are situated passed reception and turn right before the Main Hall.
3. Each team will be allocated an area in a court. Please check the information board to the left as you enter the squash court area to see which court your club is based in. Black bin bags will be provided in each squash court. Please help us keep the courts tidy by using the bags provided. It is advisable to bring a fold up chair to use in the squash courts.
4. Please do not arrive before 2.15pm, swimmers won't be allowed into the changing area or on poolside until 2.20pm on the Saturday, this is 10 minutes before the start of warm up.
5. We ask that the swimmers and coaches assist us by starting and finishing their warm up sessions promptly.
6. We encourage swimmers to come poolside and support their team mates but they must stay at the shallow end.
7. Marshalling will begin from the Squash Courts and will be guided by our team of Marshalls.
8. Swimmers when on pool side must not climb into the spectator area directly from the pool at any time. The Leisure Centre staff will have the authority to eject anyone from the pool who does this. Swimmers when leaving the changing area at any time must wear appropriate clothing and footwear.
9. **We will be operating a withdrawal system where it is the coaches or swimmers responsibility to advise of any withdrawals, please try and advise these before the day by e-mail to [newmarketopenmeet@gmail.com](mailto:newmarketopenmeet@gmail.com). On the day withdrawals can be advised either by email or submitting withdrawal slips at the announcers table no later than 15 minutes after warm up has started. Withdrawal slips will be in the coaches packs.** To avoid empty lanes and to help the event run smoothly it is very important that withdrawals are advised of correctly.
10. **Car parking restrictions have been lifted for the weekend.**
11. The Leisure Centre has a café which can serve cold and hot food and cold and hot drinks. The café/bar will be open all day for the two days. The only request is that only food and drink

- purchased from the café/bar should be eaten in the café/bar and the external seating area. The opening times of the café may not correlate entirely with the duration of the meet.
12. The changing area is a village style area, swimmers must use the cubicles provided for changing. There are lockers (possibly not sufficient for all swimmers) these accept a £1 coin or trolley token which is refunded. Any bags/clothing/personnel items left anywhere in the facility will not be the responsibility of Newmarket Swimming Club or the Leisure Centre. It should be noted that there will be other members of the public using the Leisure Centre during the weekend and they may have access to the changing area (but not the pool areas).
  13. Results for each event will be posted by the Squash courts and on our web site during the day to allow swimmers to check times and collect medals. Top Boy, Top Girl and Top Visiting Team awards will be presented at the end of session 5.
  14. Stortford Sports will be running their swim shop on Sunday 3 December.