

11th Annual Open Meet 13th and 14th April 2019

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

| Session | Warm Up | Start | Est. Finish |
|-------------------------------|---------|--------|-------------|
| 1 | 2pm | 2.50pm | 5.10pm |
| 2* | 5.20pm | 6.10pm | 8.25pm |
| 3 | 8.30am | 9.30am | 11.55am |
| 4* | 12.10pm | 1.00pm | 3.50pm |
| 5* | 4.05pm | 4.55pm | 7.20pm |
| *subject to change on the day | | | |

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

1. Entry Fees for Spectators will be £5 all day Saturday and £7.50 all day on Sunday, or individual sessions will be £3. Programmes, which cover all weekend, will be £3.
2. All clubs/swimmers will be based in the Main hall, this is situated in the Leisure centre and can be found at the end of the corridor to the left hand side of reception. We still encourage swimmers to come poolside at the shallow end to support their team mates. Please don't bring any bags poolside and ensure that you enter poolside through the changing rooms.
3. Swimmers won't be allowed into the changing area or on poolside until 1.55pm on the Saturday, this is 5 minutes before the start of warm up. Those in the first warm up can use the dry change facilities to change.
4. We ask that the swimmers and coaches assist us by starting and finishing their warm up sessions promptly.
5. Please note there is limited seating area within the pool and we would ask that as soon as your swimmer has completed their events that you leave poolside to allow others in. This only applies when poolside seating is at capacity and we have others waiting to come in.
6. 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. To get to the spectator area swimmers must return through the changing areas and reception. Swimmers when leaving the changing area at any time must wear appropriate clothing and footwear.
7. **We will be operating a withdrawal system where it is the coaches or swimmers responsibility to advise of any withdrawals. These must be submitted at the announcers table no later than 15 minutes after warm up has started using the withdrawal slips provided. Withdrawal slips have been sent to each club by e mail, are in the coaches packs and are available from the announcers table.** To avoid empty lanes and to help the event run smoothly it is very important that withdrawals are advised of correctly.

8. The Club has arranged a swim shop and official photographer to attend. Both of these will be located in the Foyer and will be selling merchandise on the days and also by website after the weekend.
9. Photography will be allowed from the spectator area but not will not be permitted on pool side.
10. Car parking is available at the Leisure Centre and the Centre has provided an overflow car park at the adjacent Newmarket College. When arriving can you initially head straight to the overflow car park as the main car park will be being used by members of the public attending other activities in the Leisure Centre. Parking is free at the Leisure Centre.
11. The Leisure Centre has a café and bar area (Montage café/bar) 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.
12. You are welcome to use the Main Hall to consume your own food or just to sit and relax.
13. 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 in the changing areas and on poolside 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).
14. Results for each event will be posted at the pool during the day to allow swimmers to check times and collect medals. Top Boy, Top Girl and Top Visiting Team trophies will be advised after the event and if possible presented at the end of session 5.