

Swim Ireland Connacht

Swim Meet Handbook

2024/25

1 Introduction

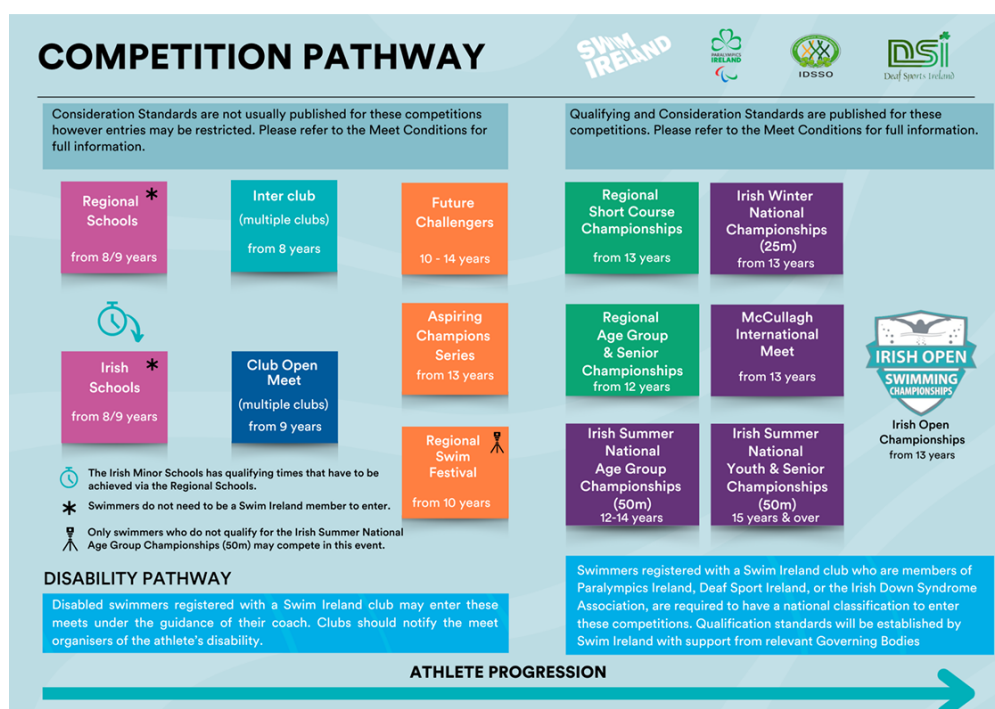
Swim Ireland have set out a pathway for swim meets from club-based competitions through to regional competitions and onwards to national level. Various national committees and Swim Ireland office staff address the various national competitions. The Connacht region supports these through its Officials and volunteer base.

In accordance with the Swim Ireland constitution, the Connacht Region Management Committee (CRMC) is responsible for the “running of events suitable to the widest range of its membership”. This committee and its sub-committees work with clubs, volunteers, and pool facility staff to deliver swim meet events to a consistently high standard.

The CRMC has developed the following guidelines to assist understanding of key elements associated with swim meets and will assist the various parties understand the pathway for progress through the various elements of swim meets from fun local time trials through to national competitions.

2 Connacht Swim Meet Structure

The pathway for competitions within the region commences within each club (Intra Club fun time trials) and continues through Future Challenger & Aspiring Champions meets through to Connacht Long Course (LC) Championships. National competitions are organised through Swim Ireland. In addition to these swim meets, clubs may host invitational meets (Inter-Club Meet). The Connacht region or individual clubs may also have fun events (referred to as Swim Galas) throughout the swim calendar where the emphasis will be participation and not on finish position. A series of schools meets with associated pathway structure is also in place. The structure is outlined in the underlying diagram. Information on the meet types is available in Swim Ireland’s competition pathway document - [Swim Ireland Competition Pathway 2024-2025](#)



3 Swim Meet Medals / Awards

Medals will be offered for podium finishes in various age bands across Connacht swim meets. This will be outlined in the meet information associated with specific competition.

There will be no medals awarded at Future Challenger events. In their place, swimmers will be awarded wristbands having achieved certain qualification standards. A two-tier reward structure is in place. On achieving a B Time, the athlete will receive a two-toned championship band.

There are five to collect:

Green/White = Backstroke

Blue/White = Breaststroke

Yellow/White = Butterfly

Red/White = Freestyle

Black/White = Individual Medley

Athletes achieving an "A" time will receive a solid-colour Olympic Ring band specific to the event e.g. Green for Backstroke. etc. Once the athlete has achieved the set of solid-coloured bands, a Connacht GOLD band will be awarded.

The times associated with various age groups are available on Swim Connacht website or through the following download - [Future Challenger Times](#)

Athletes aged 12 years can use times achieved at the Future Challenger Meets to qualify for the Regional Age Group & Senior LC Championships. To qualify for the Irish Summer National Age Group Championships, athletes need to achieve times at the Regional Age Group & Senior LC Championships or a Level 3 Open Meet within the qualification period. Times achieved at the Future Challenger Meets will no longer be accepted.

4 Connacht Meet Calendar

A calendar of events is maintained on the Swim Ireland Connacht website – [Connacht Calendar 2024/25](#). This calendar is a living document and subject to regular change as the year progresses. Members should not rely on downloaded versions of the calendar as they may have been subsequently updated with new information and dates. The latest version on the website will be the accurate calendar.

5 Connacht Sub-Regions

There are three sub-regions in operation in Connacht. Each club will be associated with a sub-region for the purpose of Future Challenger events.

North Connacht	East Connacht	South Connacht
Ballina SC Ballina Dolphin SC Castlebar SC Claremorris SC Sligo SC Westport SC	Athlone SC Ballinasloe SC Carrick Fins SC Comans SC Longford SC Trident SC	Bluefin SC Galway SC Laser SC Shark SC Tuam SC

6 General Meet Conditions

The following elements should be noted as consistent across all swim meets organised throughout the Connacht region.

Meet Licence and Notice	<p>All Connacht swim meets will be subject to a Swim Ireland licence granted through the Connacht coordinator. Licencing ensures competitions are run at appropriate levels and to a uniform standard.</p> <p>All swim meets undertaken within the region will have information clearly outlined in specific meet notices issued typically between 2 and 4 weeks in advance of the swim meet. The meet notice will have specific information associated with the meet.</p>
Fitness to compete	<p>Parents / Coaches must ensure that their swimmer is fit to compete in any swim meet. If a swimmer must retire from a race or be removed from the water due to being unwell, for safety reasons Swim Ireland Connacht will withdraw that swimmer from the remainder of the meet.</p>
Eligibility	<p>Only swimmers registered with Connacht clubs or schools are eligible to enter swim meets in the region. Any exception to this rule will be outlined clearly in the meet information notice.</p>
Entries	<p>All entries for Connacht swim meets must be submitted through your club or school.</p> <p>The Meet Director reserves the right to limit entries and merge events where numbers allow. If entries are rejected, the entry fee will be refunded, and a single payment will be made to the Club / School in question.</p>
Resolution Table	<p>At swim meets (except Future Challenger meets), a resolution table will be operated by a designated Swim Connacht official. This will be the only means where enquiries, withdrawals, protests, relay entry cards etc. can be made.</p> <p>The table can only be approached by a coach or designated club team manager.</p>

Fees	<p>The club/school must pay for all entries per the meet information notice. Fees will vary depending on the meet but will be clearly outlined in the notice for the swim meet. Fee payment must be arranged concurrently with swim meet entries. Proof of payment must accompany the entries to avoid disappointment.</p>
Bank Account	<p>A central bank account is used for all Connacht meets. Clubs and schools should be aware of the bank account details as follows:</p> <p>Bank Account Name: Swim Ireland Connacht Bank: AIB Bank Bank Address: West End Retail Park, Blanchardstown, Dublin 15. IBAN: IE60AIBK93251559772477 BIC: AIBIE2D</p>
Officials	<p>Volunteer Rota positions are assigned to clubs / schools based on the number of entries from each club / school as at the closing date of the event. To ensure the smooth running of all Connacht events parents are encouraged to volunteer as an official when their child is competing.</p> <p>A briefing for officials may take place 30 minutes prior to the commencement of swim meets. A de-brief may take place at end of meet. These will be at the discretion of the meet referee.</p> <p>All officials will take up their stations 5 minutes prior to the commencement of the swim meet.</p> <p>While timekeepers at swim meets may be asked by swimmers for heat times, swimmers should be encouraged to await official results.</p>
Heats	<p>Clubs will be notified in advance as to any changes to the competition. Numbers of heats may be curtailed to allow the gala to be run off in a reasonable timeframe.</p>
Heat Declared Winner	<p>A HDW format is used throughout certain meets in Connacht. For each event heats are arranged with swimmers seeded based on the entry times. This may result in various ages racing in heats but not affecting age group results. Once all the heats have been completed, the placings for each age group are calculated from the times recorded. This makes it possible for the 1st, 2nd and 3rd places for an age group to go to swimmers who competed in different heats.</p>
World Aquatic Rules	<p>Swim Meets will be subject to World Aquatic rules unless otherwise directed through Swim Ireland policies. The World Aquatic competition information and rules are available to download - World Aquatics Competition Regulations</p>
Timing	<p>Swim times will be recorded at swim meets in accordance with the meet licence. Full automatic timing will involve use of touch pads, push buttons and stop watches. A semi-automatic format will involve the timekeepers using push buttons and stop watches while some Future Challenger meets may just use multiple stop watches to record times.</p>

Tech Suit Policy	We ask clubs to ensure coaches, parents and athletes are fully aware of the Swim Ireland Tech Suit Policy so that we avoid any negative experiences on poolside. Full details of the policy can be found on the Swim Ireland website and through the link Swim Ireland Tech Suit Policy
Scratches / Withdrawals	Scratches should be arranged at the commencement of warm up on the day of the meet. These should be processed through the resolution table as noted earlier in the document.
Clothing	Swimmers must ensure that they are suitably clothed (Club t-shirt and shorts or tracksuit) when receiving awards or in open space areas such as reception area of facilities.
Data Protection	Swim Ireland Connacht and its registered clubs use a software database to manage entries and results of swimming meets, and to manage competition records of swimmers. By submitting and accepting entries, consent is hereby given, as required by the Data Protection Act, to the holding of personal information on databases. Personal data held for each swimmer will be name, date of birth, club, Swim Ireland registration number, entry times, achieved times. Certain elements of this data (name, club, age, times, achieved times) may be made public prior to, during or after the meet (e.g. programmes, results sheets, social media updates etc.)
Photography & Videography	Photography and videography will be in accordance with Swim Ireland and the policies of the local facility. Swim Ireland Photography
Hydration	Please note that, as an environment-friendly measure, timekeepers/officials/coaches are encouraged to bring their own bottles.
First Aid	First Aid facilities will be provided by facility lifeguards and staff. Fire exits should be noted on arrival. In the event of fire alarm, swimmers and volunteers will take direction from the facility staff and / or Meet Director.

7 Levels of Licence

The type of competition, minimum age of competitors and the relevance of the times achieved will determine the level of licence required.

Level 1 is a fun gala where the emphasis is on participation, no electronic timing is needed and only the Referee needs to be a trained technical official. The times from this type of gala could not be used to qualify for a national event. A typical Level 1 Gala is a Club fundraiser or inter-club gala.

Level 2 are entry level competitive Meets such as Club Invitational/Open and Regional Future Challenger Series, they are used to qualify for Level 3 events. They require full or semi-automatic timing and a minimum of 4 Licensed Officials.

Level 3 are the next level of competitive meets such as regional Aspiring Champions Series/Schools meets and some Club Invitational/Open Meets. Applications can only be made where higher requirements are met, such as full electronic timing and a National Referee in attendance. They require a minimum of 4 licenced officials for short course meets and minimum of 6 for long course format.

Level 4 have much higher requirements and are typically Regional Championship Meets. There must be 7 qualified officials and full electronic timing. Times from a Level 4 Meet can be used for qualification for Meets such as the Irish Open Championships.

Level 5 are National Championship events, run in accordance with World Aquatics requirements for such events.

8 Common Acronyms

Abbreviation	Description
LC	Long Course training or competitions performed in a 50m pool
SC	Short Course training or competitions performed in a 25m pool
HDW	A heat declared winner is calculated from times recorded from all the heats in a particular event i.e. the fastest swimmer over multiple heats. It may be age group related.
DNF	Did not finish
DNS	Did not swim
CT	Consideration time – athletes achieving these times may be accepted into events depending on entry numbers
QT	Qualification time – athletes achieving these times will be accepted into events
DQ	Disqualification based on World Aquatic rules

9 Quick Guide

Swim Meet Level	Meet Type	Description	Age Category	Entry Criteria	Award / Qualification
1	Intra Club Gala	Fun events with emphasis on participation.	7+ (age on day may apply)	Nil	Certification or other appropriate award (no medals)
	Inter Club Gala	Fun events with emphasis on participation.	8+ (age on day may apply)	Nil	Certification or other appropriate award (no medals)
2	Club Invitational	Invitational meet which may be confined to certain clubs.	9+ (age on day may apply)	Qualifying times determined by host club.	Medals. Qualification times for entry to Connacht Qualifying and Championship Meets
	Connacht Future Challenger	Entry level competitive meet.	10 -14	Nil	Coloured Bands. Qualification times for 12+ allow entry to Connacht Championship Meets.
3	Club Invitational	Competitive meet providing opportunities for entry to Regional and National Competitions. (May be confined to certain clubs.)	9+ (age on day may apply)	Qualifying times determined by host club.	Medals. Qualification times for entry to Connacht Championship Meets and National Meets.
	Connacht Aspiring Champions	Competitive meet providing opportunities for entry to Regional and National Competitions	13+	Consideration times will apply.	Medals. Qualification times for entry to Connacht Championship Meets and National Meets.
	Connacht Minor Schools	Competitive meet providing opportunities for entry to Regional and National Competitions	9+	Consideration times will apply.	Medals. Qualification times for entry to Swim Ireland Minor School Meet.
	Connacht Senior Schools	Competitive meet providing opportunities for entry to Regional and National Competitions	12+	Consideration times will apply.	Medals. Qualification times for selection to Interprovincial Schools Team.
4	Connacht SC Championships	Regional SC Championships in SC	13+	Qualifying times will apply.	Medals. Times can be used for Irish National Winter Championships and McCullagh International Meet.

Swim Meet Level	Meet Type	Description	Age Category	Entry Criteria	Award / Qualification
4	Connacht LC Championships	Regional Age Group and LC Championships	12+	Qualifying times will apply.	Medals. Times can be used for Summer National Age Group and Summer Youth & Senior Championships
5	Irish National Winter Championships	Winter meet held over 25m format	13+	Qualifying times and consideration times will apply.	Medals.
	Irish Open Championships	Spring meet held over 50m format	13+	Qualifying times and consideration times will apply.	Medals.
	Irish Summer National Age Group	Summer meet held over 50m format	12+	Qualifying times and consideration times will apply.	Medals.
	Irish Summer National Youth and Senior Championships	Summer meet held over 50m format	15+	Qualifying times and consideration times will apply.	Medals.