

CASTLE HILL R.S.L. DOLPHINS
SWIMMING CLUB INC.



ALMANAC

(handbook containing general information for members)

<https://chrd.swimming.org.au/>

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PARENTAL ATTENDANCE AND CODE OF CONDUCT

One of the conditions under which the Dolphins are granted use of the Castle Hill Swimming pool is that we are responsible for the behaviour of our members whilst on club premises. All parents are asked to ensure that not only the behaviour of their own children is of the highest standard, but also the behaviour of other members. The club has a code of conduct which applies to all swimmers and their parents, which is available on our website. The committee has the right to bar any person from participating in swimming activities under their control. The suspension period will be determined by the severity of the offence.

It is also a requirement of the club that **at least ONE parent or guardian of each child must be in attendance on every swimming night**. The small swimming pool is out of bounds to all Dolphins swimmers during club swimming on Friday nights. Parents are also asked to ensure that their children stay out of the area behind the starting blocks (unless entered in a race). Swimmers and parents should not obstruct the view of any of our officials.

DOLPHINS WEBSITE

The club maintains a website as a valuable source of information on the club and its activities. It is also used for online entries for club races and external carnivals. The site also provides links to various other swimming sites including the Swimming NSW website.

MEMBERSHIP OF THE DOLPHINS

The Club's swimming year is from 01 October to 30 September of the following year. Dolphins swimmers register annually online with Swimming NSW. Our club registrar can provide advice on the procedure to be followed.

An annual membership fee is payable. This fee is determined at the Annual General Meeting each year and will be displayed on the club website. Fees must be paid when effecting annual registration at the beginning of the swimming year. Part of the membership fees goes to Swimming NSW for registration and compulsory insurance cover. The remainder is used by the Club towards annual operating costs including pool hire on club development nights. Fees are not refundable.

Swimmers must be registered with Swimming NSW, i.e. be a financial member of the Castle Hill R.S.L Dolphins. Unregistered swimmers may only participate in two evenings; after that they must become registered. It is also advisable for parents to become registered. They are then covered by our insurance at swimming carnivals and can vote at the Annual General Meeting.

All registered Dolphins swimmers less than 18 years of age must be members of the Castle Hill RSL Youth Club. This is included in the annual membership fee.

SWIMMING METRO NORTHWEST AREA

Our club along with others in the Shires of Auburn, Ryde, Parramatta, Baulkham Hills, Hornsby and parts of the Hawkesbury are affiliated with the Swimming Metro Northwest Area (SMNW), which in turn is affiliated with Swimming NSW. SMNW supports the club where necessary and our delegates attend its meetings. Each year SMNW conducts a number of carnivals including the area championships.

REPRESENTATIVE SWIMMING

Various external championship events are conducted during the winter and summer seasons (see below). The Summer Championships are held over a long course (50m pool) and Winter Championships are held over a short course (25m pool). Registered Dolphins members are eligible to take part in the SMNW Area Championships and to represent the club at State and National level, if entry times are achieved.

Some championships include relay events and the Club will enter teams in these events where possible. Any such teams will be selected in accordance with the Club's "team selection guidelines" (see the website). Swimmers who have been selected to represent the Club in relay events will be notified. Parents and swimmers are reminded that the swimmer is representing the Dolphins Club, and inclusion as a relay team member is one of the best ways of representing our Team.

SMNW AREA CHAMPIONSHIPS

The SMNW Area Championships are held in both summer and winter seasons each year as detailed in our Club calendar (available on the website). All registered Dolphins swimmers who meet the appropriate entry criteria may enter the area championship.

SPEEDO SPRINT SERIES

The Speedo Sprint Series is a State-wide competition for swimmers up to 13 years of age. It is a 50-metre sprint championship in each of the four strokes – freestyle, backstroke, breaststroke and butterfly. Any registered swimmer is eligible to enter UNLESS they have been awarded a medal at State Championships in that event, in which case they would not be eligible to enter. Age for Speedo Sprint Series will be the age the swimmer is on the day of the first heat, generally.

METROPOLITAN, STATE AND NATIONAL CHAMPIONSHIPS

Metropolitan, State and National Championships are conducted in both winter and summer seasons. Age for these championships will generally be the age the swimmer is on the day of the first heat, or as notified on the SNSW Entry webpage.

QUALIFYING TIMES FOR CHAMPIONSHIPS

Championships consist of various strokes and distances and all events have qualifying times. If a swimmer qualifies (i.e. records a time during the season which is equal to or faster than the published qualifying times, then they may represent the Dolphins at these championships. False or incorrect times incur a heavy fine, which must be paid by the competitor. The club will not be responsible for payment of fines incurred by any swimmer.

For a qualifying time swum at club to be recognised there must be a qualified Starter and at least one Timekeeper to record the time as well as a Referee in attendance. If a Referee, Starter or sufficient Timekeepers are not available, then the qualifying swim will not be recognised.

NOTE: There are some restrictions on using qualifying time recorded on a 'Short Course' (25 metre) pool when entering events in a 'Long Course' (50 metre pool) Championship. This should be discussed with the Race Secretary before entering the relevant championships.

CHAMPIONSHIP ENTRIES

Championships entries are usually made online. Our Race Secretary can advise members on the appropriate procedures for entries and the payment of entry fees. Similarly, the Race Secretary will assist members for any manual entry into championships.

ENTRY FEES FOR CHAMPIONSHIPS

Payment of all entry fees for all championship events are the responsibility of the member. The committee may however decide from time to time to target a championship meet and approve either subsidising entry fees in part or in full for all Dolphins swimmers at that meet.

Swimmers who actively support the club and who qualify for Metropolitan and State Championships may have their entry fees subsidised. Entry fees for National Championships for active members will be paid in full. A swimmer must reimburse the club if they withdraw from an event where all or part of the entry has been paid by the club.

DOLPHINS CLUB COMMITTEE MEETINGS

Monthly meetings are held by the Committee to handle day to day matters for the running of the club. If members have a matter that needs discussion they can contact a Committee member to have the matter raised at these monthly meetings. Should the need arise, a Special General Meeting for all members may be called by the Committee or by club members as provided for in clause 14.2 of the Club's Constitution (available on our website). An Annual General Meeting is held in September each year, where financial members over 18 years of age have the ability to nominate and vote for members onto the Committee for the coming year.

CLUB SWIMMING

Our aim is to develop competent swimmers while providing opportunities for competitive swimming for those members who wish to do so. During the year this is achieved through Friday Club Races, development meets and through participation in a variety of carnivals and championship swimming meets. Details of these are provided regularly on the club website and notified via Team App.

On club swimming nights a qualified Referee will attend. They and the Judge of Strokes will monitor swimmers during races to ensure that they are performing each stroke correctly. Occasionally a swimming will be disqualified for performing the stroke incorrectly. This should be seen as constructive criticism and the advice given by the Referee or Judge should be mentioned to the coach so that the faults can be corrected before they become a habit. Parents and swimmers should note that the Referee and Judge are **not** there to provide advice on how to correct a stroke; they are there only to advise on what error has been the cause of the disqualification, that requires correction,

CLUB CLOTHING

CLUB COLOURS: Black, Pale Blue, White.

Swimmers who are representing the club in interclub events, District, Metropolitan, State or National Championships must wear the club cap and shirt. These items can be purchased from the club.

The Committee may from time to time approve the purchase of other items of apparel such as tops, shorts or tracksuits for on-sale to members. All members are encouraged to purchase these items.

CLUB RECORDS - SHORT AND LONG COURSE (25M & 50M POOLS)

Records can be established on club nights, at Dolphins carnivals and any meet approved by Swimming Australia where times can be verified. Current record holders' names and the record time can be checked with the Club Record Recorder. Club records will be displayed on the club website and will updated as required.

A swimmer should only attempt a record if their recent performances indicate that they are capable of breaking the existing record. **Swimmers 10 years of age and older are not eligible to attempt 25 metre records.** All successful records attempts will be awarded a certificate. Records broken during Club Championships or the Winter Sprint Carnival will automatically be acknowledged. Times swum at school carnivals are not acceptable for records. Swimmers in these meets are representing their school and not the Dolphins.

NOTE: To be awarded a record, a swimmer must have qualified to swim that event and had a qualified Starter and at least two timekeepers to record their time as well as a Referee in attendance. If a Referee, Starter or sufficient timekeepers are not available then records **cannot** be awarded.

OPEN CARNIVALS

Open Carnivals are meets where anyone can nominate for any event in the program (subject to meeting any qualifying times). Swimmers wishing to compete should consult the Race Secretary for entry details. Entries and all applicable fees should be submitted well before the closing date for entries. The Race Secretary is available on Friday nights to offer any assistance required.

INVITATION (INTERCLUB) CARNIVALS

Invitation Carnivals are those meets where a club invites other clubs to compete against it. Details on nominations and entries will be communicated to members via the Race Secretary or the club coach.

All swimmers will be responsible for the following:

- Advise the Race Secretary and coach if unable to attend
- Pay carnival fees via the entry portal
- Report to the coach (or a nominated Team Manager) 30 minutes before the nominated time of the first event (or at the time designated by the coach)
- Reimburse the Club for any fees and charges incurred where a swimmer withdraws from an event after entries have been submitted.

Swimmers who misbehave or fail to comply with the above rules will automatically be disqualified from competing in future carnivals, for a period that is at the discretion of the Committee. All swimmers will swim at the age they are on the day of each particular carnival, or as dictated by the rules of entry for the competition.

CLUB RACES

These are conducted on Friday evenings throughout both summer and winter seasons. The summer season normally commences on the Friday following the long weekend in October each year. The winter season normally on the first Friday night in May.

There are no entry fees for club races. These are included as part of the annual membership subscription.

Club development races are swum under the rules of Swimming NSW. The full rules can be found on the SNSW website. The rules may change from time to time. Any questions regarding the rules should be referred to our club Referees.

On a club night, where required, events for different strokes maybe combined at the discretion of the Referee.

The club relies on volunteers to act as officials for Club Races. There is also a need for assistance in other areas. All families are expected to assist on Club nights and not leave it up to a few people to do all the work.

CONDITIONS OF ENTRY

The club uses a computerised system for receiving entries, seeding races and for recording results. Entries should be submitted by no later than 9:00pm on the Wednesday evening prior to each race night. **Late entries will not be accepted.** New members can submit entries on the night they join but are expected to submit future entries online by the proper closing time.

When completing their entries, swimmers should indicate the strokes/distances they intend to swim. A maximum of three races may be entered each swim night. Swimmers may compete in either a 50 **OR** a 100-metre event of a particular stroke **AND** a 200 **OR** a 400 metre event of the same stroke on a night. For example, a swimmer may compete in a 50 metre Breaststroke and a 200 metre Breaststroke on the night. Swimmers may only enter one 200 metre event on a night. The first swim of any distance in any stroke will be a time trial. Swimmers 10 years and over are not required to do 25m time trials but may start with 50m time trials.

Races are seeded based on each swimmer's Friday night personal bests times (PBs) as recorded in the computer. Official results (times) of Friday night swims are submitted to SNSW and will be available through one of the mobile apps (Meet Mobile, Swim Meet or similar). Times for swimmers who are disqualified in any event will not be recorded for that event.

QUALIFYING TIMES

All 25m swimmers are expected to compete in 50m events when they swim 28 seconds or faster for freestyle and 33 seconds or faster for each of the form strokes (without being disqualified). Swimmers choosing to continue to swim 25 metre Backstroke, Breaststroke or Butterfly events after qualifying to swim 50 metres in those strokes will still be awarded points for those swims **until** they record a time under 30 seconds. (Swimmers CANNOT swim a 25 and a 50metre event of the same stroke). To be awarded points, Freestyle swimmers must swim 50 metre events after they record the qualifying time. To be eligible to enter the 100 metres Individual Medley, swimmers less than 10 years old must first compete 25m of all strokes without disqualification. Only times recorded on a normal club swimming night will count as a qualifying time for longer distances. Swimmers will not be eligible to swim in events if they have not qualified. New swimmers should become similar with the qualifying times detailed below.

Stroke & Distance	Qualifying Time (Distance)	Stroke & Distance	Qualifying Time (Distance)	Stroke & Distance	Qualifying Time (Distance)
F/S 100m	45.00 (50m)	BKS 100m	52.00 (50m)	BRS 100m	1:00.00 (50m)
200m	1:40.00 (100m)	200m	1:45.00 (100m)	200m	1:55.00 (100m)
400m	3:20.00 (200m)				
800m	6:30.00 (400m)	FLY 100m	50.00 (50m)	I/M 200m	1:45.00 (100m)
1500m	12:00.00 (800m)	200m	1:40.00 (100m)	400m	3:45.00 (200m)

Times will not be recorded unless a swimmer is registered with Swimming NSW, i.e. is a financial member of the Castle Hill RSL Dolphins.

PROGRAM OF EVENTS

START TIME: 6:15 pm for Program 3 - 6:30 pm for all the programs – the events will be swum in the order outlined below.

PROGRAM 1	
Individual Medley	100
Backstroke	25 50 100
Breaststroke	25 50 100
Freestyle	25 50 100
Butterfly	25 50 100
Any Stroke	200

PROGRAM 3	
Freestyle	800 1500
Freestyle	25 50 100
Butterfly	25 50 100
Backstroke	25 50 100
Individual Medley	100
Any Stroke	200

PROGRAM 2	
Any Stroke	200
Butterfly	25 50 100
Freestyle	25 50 100
Backstroke	25 50 100
Breaststroke	25 50 100
Ind / Medley or Freestyle	400

PROGRAM 4	
Ind / Medley or Freestyle	400
Breaststroke	25 50 100
Backstroke	25 50 100
Freestyle	25 50 100
Butterfly	25 50 100
Any Stroke	200

Note: 25m events are only for swimmers who have not qualified for 50 metres in that stroke.

The program for club races may be altered at the Committee's discretion.

ANNUAL POINT SCORE SYSTEM

To encourage improvement in personal performance a point score system is used. Performances of club members on each Friday evening will be recorded and points allocated for all events in the following manner:

Points	Secs Faster than Previous Best Times
6	2.01 and above
5	1.01 to 2.00
4	0.00 to 1.00
	Secs slower than Previous Best Time
3	0.01 to 1.00
2	Slower than 1.00 seconds
2	Time trial (initial attempt)
1	Disqualification
0	Failed to complete event

Points will accumulate from the swimming night in the summer season and continue through to the last swimming night in the winter season (i.e. 01 October to 30 September the following year). Points will not be awarded until a swimmer is registered, i.e. has paid the club registration fees.

ELIGIBILITY FOR A POINTS SCORE AWARD

A swimmer must swim at **least 60%** of the Friday evenings during the swimming year to be eligible for a point score award.

GROUP	AGE
SUB JUNIOR	8 years and under
JUNIOR	9-12yrs
SENIOR	13 years and over

A swimmer's age on the last day of the Winter Season, i.e. 30 September each year, will determine in which age group they are eligible to receive an award.

CLUB CHAMPIONSHIPS

The Club Championships will be normally conducted over four nights at the end of each summer season. Events will be swum in age groups where possible but may be combined at the discretion of the Marshall and Referee.

All races will be scratch events (starting at the same time, with a starting signal). A heat shall consist of **at least three swimmers**. Where more than one heat is necessary for an event the placings will be decided on recorded times.

Protests are to be lodged with the referee **within 5 minutes** of the completion of the race.

CHAMPIONSHIP POINTS

All events except the OPEN events will be included in the championship point score. The winner of each event in each individual age group will be awarded 6 points. Other placegetters from second to sixth will received respectively 5, 4, 3, 2, 1 points, i.e. the first 6 swimmers in each age will receive points in each event.

Championship dead heats in point score will be given equal awards e.g. equal 1st places and 3rd place (no 2nd place).

CONDITIONS OF ENTRY

To be eligible to compete in the Club Championships the following conditions must be satisfied.

- Competitors must be first claim financial members
- A swimmer must compete in a **minimum of 50%** of the Friday evenings during the summer season (swims are not counted until the swimmer in financial). See *NOTE 1 below for exceptions to this*.
- Age is as the first Championship night. (This means the first night on which age events are held)
- Swimmers must enter and swim in their own age group. The senior age group is for swimmers aged 35 years and over. The OPEN events are for all competitors who meet the qualifying requirements.
- Entry times must be times swum during club races in the current season.
- Only OPEN events have qualifying times. A swimmer may compete in any event in their age group regardless of whether or not they have previously swum that event.
- The COMMITTEE may consider an appeal regarding eligibility to swim in Club Championships where exceptional circumstances can be proven.

CHAMPIONSHIP EVENTS PER AGE GROUP

AGE GROUP	S STROKE AND DIS TANCE				
	F/S	BKS	BRS	FLY	I/M
5 & 6	25	25	25	25	----
7	50	50	25	25	100
8	50/100	50/100	50/100	25	100
9	50/100	50/100	50/100	50	100
10	50/100	50/100	50/100	50/100	100
11	100/200	50/100	50/100	50/100	100
12	100/200	100/200	50/100	50/100	200
13	100/200	100/200	100/200	50/100	200
14 – 20+	100/200	100/200	100/200	100/200	200
SENIOR	50/100	50/100	50/100	50/100	100
OPEN	50/400	50	50	50	----

Swimmers must have swum the qualifying time for OPEN events at club during the current season to enter these events. These times will be on the website. Championship points are not awarded for these events. Special awards are provided for the first three place getter in these events.

CHAMPIONSHIP TROPHIES AND RIBBONS

Ribbons will be awarded for the first three place getters in each event in each individual age group. Trophies will be awarded for first, second and third place in the point score for each age group. (see above for points score details). To be eligible for an age group trophy a swimmer must have competed in at least 50% of the events for that age group.

NOTE 1: Swimmers who have turned 15 years of age by the beginning of the summer season (01 October) and who have been a member of the club for three years will be eligible to swim in the Championships if they have competed on at least 30% of the Friday nights in the Summer Season. This concession is designed to address the work and school commitments of the older Dolphins swimmers.

WINTER SPRINT CARNIVAL

The Winter Season will normally finish with a Winter Sprint Carnival. This is a club carnival and not a championship. Eligibility is restricted to all registered Dolphins and any swimmer currently registered with the Dolphins as a second claim member. The date and program for the carnival will be decided by the Committee and will be displayed on the website. Ribbons will be awarded for the first three place getters in each event in each individual age group.

TROPHIES AND AWARDS

There will normally be presentation ceremonies held in May and October of each year. In May, trophies, ribbons and medals for Club Championships are presented together with any special awards, e.g. awards for outstanding services to the club. In October, Annual Point Score Trophies and ribbons from the Winter Sprint Carnival will usually be presented.

MAX & EMMIE RUDDOCK 400m TROPHY EVENTS

The Max and Emmie Ruddock 400m Trophy Events are normally swum each year on the Summer Championship presentation day. The six most improved male and female 400m freestyle swimmers will compete in two freestyle handicap finals. The winner of the boys final will be awarded the Emmie Ruddock Trophy and the winner of the girls final will receive the Max Ruddock Trophy.

Only swimmers who have qualified to swim 400 metres freestyle events are eligible (see page 5 for qualifying times). A swimmer must complete **at least four 400m freestyle races** throughout the year including both summer and winter seasons and have shown improvement to be eligible to compete in the final. Finalists in each event will be those judged to be the most improved over the season as selected by the Committee.

NOTE: This event is a **freestyle** event. Although a swimmer can normally use any stroke in a freestyle event after starting from the blocks, the only swims that will be eligible for handicapping purposes are those that are not breaststroke, butterfly or backstroke. As this event is a handicap event the normal rules for handicap events will be applied, i.e. **a swimmer who beats their entry time by more than 10 seconds will be disqualified.**