

BSBASA COUNTY CHAMPIONSHIPS 2020

IMPORTANT INFORMATION FOR PARTICIPATING CLUBS

We received feedback from a number of sources following the 2019 County Championships regarding the control of access to poolside, including the changing village. The feedback was consistent and favoured having a security guard stationed at the changing village entrance restricting access to competing swimmers and other authorised persons.

Furthermore, Swim England have recommended exercising additional control over who can be on poolside.

The BSBASA Performance Swimming Events Committee have considered the above and for 2020 will be establishing security to ensure that only those people with the correct accreditation are given access to poolside.

BSBASA will create and issue accreditation for everyone that is poolside including swimmers, coaches, team managers, volunteers, and officials. We will need the cooperation of clubs to facilitate this process. (Note: the process for accreditation for officials and volunteers will be handled by the Performance Swimming Events Committee and Clubs will not need to be involved.)

Accreditation for swimmers will be created from their entry information. We are aware of the possibility that there will be swimmers who only swim in relay teams. In such cases coaches/team managers will need to contact the meet team to arrange for accreditation to be issued. There will be no charge for such accreditation.

In line with Swim England recommendations only coaches and team managers that have been DBS checked and have attended a Safeguarding and Protecting Children Course will be permitted on poolside. As such, applications for poolside passes for coaches and team managers will need to be for specific individuals, and we will need to be supplied with the Swim England/IOS membership number, DBS certificate number, and date of attendance of a Safeguarding and Protecting Children Course. This will enable us to create personalised accreditation (poolside passes) for coaches and team managers.

We will ask each club to nominate one person (by 1 December 2019) to apply for coach/team manager accreditation and they will be given access to the online system to do this. Coach/team manager accreditation will cost £5 per day (and the days required will be collected via the application process). The deadline for applying for coach/team manager accreditation (via the online system) is 31 December 2019. Late applications may be accepted, but as it is more efficient to process all applications in one go, late applications will be at a premium cost of £10 per day.

Accreditation for swimmers, team managers and coaches will be sent to the clubs by first class post on 3 January 2020 (so should arrive on 4 January). Clubs will need to nominate a designated person to receive the accreditation and provide the mailing address by 15 December 2019. This could be the same person that was nominated to apply for coaches and team managers accreditation or could be a different person. You will not need to sign for the package containing accreditation.

Accreditation for coaches/team managers and swimmers will consist of a lanyard, plastic pouch and paper insert with individual's name and key details. A single consignment of the component parts for all members will be sent to each club by first class post on 3 January 2020. Clubs will need to assemble the component parts and distribute the accreditation to each person in time for the first day of counties on 11 January 2020.

We do not have the resources to issue replacement accreditation on the day other than in exceptional circumstances. In those exceptional circumstances, the individual should approach the meet desk alongside the upstairs viewing gallery; but, as a deterrent to encourage people not to lose or forget their accreditation there will be a £10 charge to issue replacement accreditation regardless of the reasoning (lost / stolen / forgotten / mislaid). Accreditation should be worn at all times when on poolside, in the marshalling area and in the changing village. Swimmers should place their accreditation in the plastic clothes boxes at the start along with their other clothing and collect it immediately after the race.

Clubs should remind their members to bring their accreditation and wear it at all times.

Finally, here is a recap of the action for clubs

- 1 Nominate a contact to apply for accreditation for coaches and team managers by 1 December 2019 and send their email address to championships@bsbasa.org.
- 2 Ensure you have the names, SE/IOS number, DBS certificate number and date of attendance of a Safeguarding and Protecting Children Course for all coaches and team managers who will be poolside at Counties.
- 3 Apply for coaches and team manager accreditation by 31 December 2019. You will be sent a link to make applications by 15 December 2019.
- 4 Nominate a contact to receive the package containing the accreditation by 15 December 2019 and send their email and mailing address to championships@bsbasa.org. The package should arrive on 4 January.
- 5 Distribute accreditation to their swimmers, coaches and team managers.
- 6 Remind their swimmers, coaches and team managers of the need to take accreditation on the day and wear it all times.
- 7 Remind swimmers, coaches and team managers of the £10 charge for issuing replacement accreditation.

Many thanks for your cooperation.