



# 2024 Apollo Projects Division II Swimming Competition

Pre-Event Information Book



Accurate as 30 April 2024

## Welcome from Swimming NZ

Kia ora swimmers, coaches and managers,

On behalf of Swimming NZ and the events team in Hamilton, welcome to the 2024 Apollo Projects Division II Swimming Competition being held next week. We are excited to be hosting this event at Waterworld Te Rapa in Hamilton, we can't wait to welcome you all!

To assist you with your final preparations, we have put together this document outlining all the key details you need to know about to help you across the championships. It promises to be an exciting week of racing and we look forward having you in Hamilton.

We would also like to thank our partners for this event, whom have helped us bring these championships to you. Thanks to our principal partner Apollo Projects, and our corporate event partners Aotea Electric, Kingspan, Arena, Teamline, our support partner Active Refrigeration and Allproof Industries. We thank them for their support of this event and our sport.

Thanks also to Swimming Waikato for their support with planning for this competition.

Thanks for being part of the competition, and best of luck for your final preparations and racing throughout the week. We can't wait to see you in Hamilton.

Nga mihi nui,  
Dale



**Dale Johnson**  
Head of Participation & Events

## Event Partners

### Principal Partner & Event Naming Right Partner



### Corporate Partners

- Aotea Electric
- Kingspan
- Arena
- Teamline

### Support Partners

- Active Refrigeration
- Allproof Industries

## Meet the Event Team



Dale Johnson



Amber Piggott



Tonya Osborne

## Important Information

### Key Contacts For Event

Role	Name	Enquiry Type	Contact
Event Manager	Dale Johnson	Event Queries	021 569 436 <a href="mailto:events@swimming.org.nz">events@swimming.org.nz</a>
Resolution Desk	Technical Official	Withdrawals, DQs & Relay Forms	Table on Pool Deck

### WhatsApp Group – Div II Update

We have created a WhatsApp Group that you can join to receive short updates across the week should we require to. This is open to managers, coaches and swimmers if they would like to join.

[Please join the WhatsApp group here](#)

### Good Behaviour

Swimming New Zealand is committed to providing positive swimming experiences for all involved. Across the five days of competition, we trust that all interactions throughout the event will be positive and respectful – please treat others like you would like to be treated.

All participants must comply with our Code of Conduct – [learn more](#)

### Health & Safety

Please remember to encourage good hygiene practices at this event and use common sense to keep yourself and others safe on pool deck.

### Warm-Up Procedure

We ask that you please stick to these lanes as documented on pool deck. Please note that fins and paddles will be permitted so long as health and safety is adhered to.

### Accred & Access To Pool

Access to the pool is via the competitor's entrance via the event entry door at the times listed that gates open with your accreditation. An accreditation volunteer will be on hand to ensure that passes are being presented. If you do not have a valid pass – you will be required to pay the appropriate admission fee. Accreditation must be worn, around the neck, to gain access. No accreditation no entry. Lost accreditation can be replaced at a cost of \$15.00 each – through cash or invoice to the club.

Please note, no late passes will be issued at the door as per the updated Accreditation Policy 009.

### Seating

There will be no seating plan for this event. Please be respectful of space and work with other clubs, there are plenty of seats to cater for all clubs and spectators.

We ask that no one is stands in front of the spectator seating bay overlooking the start/finish end of the pool so everyone can have an unrestricted view of the racing.

### **Opening Ceremony**

There will be an opening ceremony held at the start of Session 2 on Tuesday 7 May starting at 4.20pm

### **Parking**

Parking is limited at Waterworld. Please try and limit the number of vehicles you travel in to the meet.

## Entries & Results

### Psych Sheets

Psych Sheets will be posted on the event webpage as soon as possible after entries close.

[Click here to view](#)

### Programme & Results

Swimming NZ will complete the programme and seeding over the coming days online. The programme, session timelines and results are available on Swimify throughout the competition.

[Click here for Swimify](#)

We encourage you to download the new Swimify Livetiming app to view the programme and results on your phone.

[Apple App Store](#)

[Google App Store](#)

Please note there aren't printed programmes being provided at the resolutions desk. There will be a copy uploaded in the Files banner of Swimify for the following session that you can print, or take a photo of the programme at the resolutions desk for that session.

### Session Timelines

The session timelines will be confirmed and available on Swimify over the coming days.

### Withdrawals

Withdrawals from events for session one will need to be submitted at the Team Managers meeting or by 5:30 pm on Monday 6 May prior to the start of the meet. Any withdrawals for session one submitted after this will incur a withdrawal fee.

Please note: withdrawals will not be accepted via email after 5:30pm Monday 6 May. For timed final events the SNZ Policy 008 will apply. For timed-finals, withdrawals must be advised by the end of the session preceding the session with the timed final event. Withdrawals from evening final races will be required to be submitted 30 minutes from posting of event results online. Any withdrawals after this 30-minute period will incur a \$50 fine.

### DQs & Protests

Disqualifications will be announced and a copy of the DQ form will be available at the resolutions desk located halfway along the pool on the non-grandstand side.

Protests must be submitted to the referee, in writing, on the protest form by the team manager only within 30 minutes following the DQ result posting online. This needs to

be accompanied in cash by the \$100.00 protest fee.

If conditions causing a potential protest are noted prior to the event a protest must be lodged before the signal to start is given.

All protests shall be considered by the referee. If the referee rejects the protest, they must state the reasons for their decision. The Team Manager may appeal the rejection to the Jury of Appeal whose decision shall be final.

If the protest is rejected, the deposit will be forfeited to SNZ. If the protest is upheld the deposit will be returned.



## Competition Information

### Opening Hours

Competition Days (Tues 7 May – Sat 11 May)  
Heats - 7:00am and Finals - 3:00pm

Please note that clubs will need to book and pay for their own training lanes on Monday 6 May via the Waterworld facility if they wish to train on Monday.

### Finals Structure

Finals will be the top 8 swimmers and swum as age groups: 13 years, 14 years and 15 years. Ribbons will be awarded to 1st, 2nd and 3rd. A youth category of 16+ years can have an A and B final. B Finals will be swum when there are 30 or more swimmers that competed in the heats, with ribbons awarded for the A final only.

### Timed Finals

The 400m IM, 400m free, 800m free and 1500m free for both males and females will be swum as timed finals with only the fastest timed final swum in the final's session of that particular day.

### Relays

Relays will be timed-finals with all timed-finals being swum in the finals session. Relays will be swum as 13 & over. Ribbons will be awarded to 1st, 2nd and 3rd.

Swimmers must be entered in individual events to be entered in relays.

The names of the swimmers swimming on a relay must be submitted at least 30 minutes before the start of the session in which the event is to take place, in the order in which they are to swim. The names of swimmers in medley relay events must be listed in order, of the respective strokes. Failure to swim in the order listed will result in disqualification. Substitutions may be made only in the case of a documented medical emergency. Regional relay teams will be able to enter a team as an exhibition race.

Please note: any swimmers who have entered individual events at the 2024 Apollo Projects Division II Swimming Competition will be permitted to swim in relay teams. We encourage every swimmer at the competition to participate in relay teams for their club. Any regional relay teams will be swum as exhibition swims only and will not be eligible for points or medals.

### Marshalling

#### Heats:

Self-marshalling will be employed during all heat sessions. Swimmers are asked to be in the marshalling area 4 heats prior to their event. For all 50m events swimmers need to be in the marshalling area 6 heats prior to their event.

### Finals:

Swimmers (including reserves) will need to marshal 6 races prior for 50m events and 4 races prior to their event for all other events and remain in the marshalling area. All swimmers are required to marshal for relays. Swimsuits will be checked at marshalling for legality.

If a swimmer is not present at the time of their event being marshalled, the clerk of course will replace that swimmer with the reserved swimmer.

### Victory Ceremonies

Ribbons shall be awarded for the 1st, 2nd and 3rd New Zealanders in all events for each group – 13 years, 14 years, 15 years and 16+ years. Visitor ribbons will be awarded to any international competitor who places.

The victory ceremony timetable will be included in the finals programmes and as listed in the event schedule, and we will endeavour to run to this timetable. If for any reason there is a delay in the results being available, the medal presentation for that event will take place as soon as possible.

Dress standard and protocols for victory ceremonies:

- Club or regional t-shirt, jacket, or sweatshirt.
- No caps or goggles.
- Shorts, trousers, or skirts must be worn.
- Shoes must be worn.
- No towels to be wrapped around the waist

### Rules

The championships will be delivered in accordance with Swimming NZ Policies and NZ Swimming Rules.

[Click here for more information](#)

### Strapping

Swimmers with strapping must provide documentation from a relevant registered health practitioner or physiotherapist and be reviewed by the Technical Director prior to swimming. Any swimmers without such documentation may not be permitted to swim.

### Accreditations

All accredited persons must have their accreditation on them and present their pass to access the competition building via the accredited entrance. Please wear your accreditation around your neck.

If a swimmer, coach or team manager is seen to be using somebody else's accreditation, this accreditation will be removed for the remainder of the event.

Please note that you won't be providing lanyards for 2024, so you'll need to bring your own for the competition.

## Pre-Meet Day

### Team Managers Meeting

There will be a compulsory team manager meeting held at 5pm on Monday 6 May in the Waterworld Programmes Room (next to the event entrance).

Team managers will be given a brief run-down of meet activities, expectations of swimmers and clubs, and general delivery of the event. Each club is asked to have at least one representative at the meeting. If you can't attend, please have a good understanding of this update.

### Club Packs

Team event packs can be collected from the ticketing and accreditation booth located at the swimmer's entrance on Monday 6 May from 4pm – 6pm, these must be collected by team managers. Any collections from Tuesday 7 May onwards will be via the accreditation booth at the swimmer's entrance.

### Accreditation Hours

Competition days during warm-up times

### Club Training Space

Please note we haven't booked the pool on Monday 6 May for club training or final preparation swims. If your club would like to access the pool for a swim on Monday, please liaise with Waterworld directly to book and pay for lane space.

## Don't Miss Any Of The Action

### Spectator Tickets

Spectator tickets will be available for purchase online via Humanitix from Monday 8 April at 9.00am. Session programmes will be available online via the event Webpage.

Tickets	Heats	Finals
Adult	\$7.50	\$10
Child	\$7.50	\$10
Concession	\$7.50	\$10

[Click here to purchase spectator tickets](#)

### Livestream

This event will not be livestreamed but plenty of spectator seats are still available.

### Dive Start Clinic

Some of our Aquablacks are hosting a butterfly skills clinic in between sessions on the Saturday (last day of racing) – [click here for more details](#)

### Teamline Store – Merchandise & Swimwear

Teamline will be present at the event, selling both event merchandise and swimming apparel. Be sure to check out their pop-up store and say g'day to the team located next to the grandstand at the non-start/finish end of the pool.

### Supporter Merchandise

Swimming NZ has offered some supporter merchandise in the lead-up to these championships, with some available for purchase at the event entry accreditation desk during gate opening times.

## Policies & Other Important Information

### Photography & Videography

Photos and videos will be taken throughout the competition. All athletes and spectators have agreed to allow photographs, videos, and audio recordings to be taken by accredited SNZ contractors to be used for any legitimate purpose by SNZ. If you have any concerns please contact [events@swimming.org.nz](mailto:events@swimming.org.nz).

Spectators agree upon entry that photographic, video or audio recording equipment is prohibited for any purpose which may include, without limitation, video and/or audio recorders, camera tripods, monopods, or lenses with a total focal strength of greater than 300mm and commercial digital video equipment. The SNZ Event staff will, at their sole discretion, determine whether or not an item is intended for personal or commercial use.

### Team Manager Guidelines

To assist Team Managers with their preparations, we have provided a guidelines document.

[Click here to view](#)

### Accreditation Policy (009)

As accredited persons for these championships, please be aware you'll comply with this policy

[Click here to view](#)