

CHAPTER 8 LONG COURSE CHAMPS

1. Premier event.

- 1.1. The Nationals long course championship is the premier event on SAMS' calendar. Accordingly, the guidelines are comprehensive and require close scrutiny by the region hosting nationals.
- 1.2. The guidelines are prepared by SAMS with the aim of:
 - Assisting the host region in organizing the championships.
 - Ensuring continuity in the administration from year to year.
 - Setting standards to ensure the smooth running of championships according to FINA rulings.

2. Dates

- 2.1. The long course champs shall be held during the month of March each year, but a different date may be decided on, in consultation with SAMS.

3. Name

- 3.1. The official name shall be "(number, e.g. 34th) South African Masters Swimming National Long Course Championships (year, e.g. 2018)".
- 3.2. The name of the major sponsor may be added with the approval of SAMS.

4. Awarding nationals

- 4.1. National Championships shall be awarded to a Region on a rotation basis.
- 4.2. At the Annual General Meeting of SAMS, the awarding of the National Championships shall be made by majority vote of the Regional Presidents present. The National Championships shall be awarded at least 2 years in advance.
- 4.3. The facility to be used must be in accordance with the facility standards which have been adopted by SAMS, e.g. certificate of standard pool size, change room facilities, etc.

5. SAMS assistance

- 5.1. SAMS shall provide such assistance and guidance necessary to provide uniformity in National Championships meet production.
- 5.2. The tournament Director/President/Organiser of each National Championships shall submit a written report to the President of SAMS WITHIN 60 DAYS of the end of competition. This report shall include a complete financial report, copies of meet information, entry forms, heat sheets, final results and any other information that may be helpful to future Meet Directors.
- 5.3. The Presidents of the Regions shall evaluate the National Championships at the first General Meeting/Presidents meeting following the Championships.
- 5.4. The Organizing Committee shall inform SAMS of sponsorship negotiations. The final sponsorship contract shall be approved by SAMS. No sponsorship may conflict with existing SSA/affiliate or SAMS sponsorships.
- 5.5. The organising committee shall send a copy of the minutes of each meeting to SAMS.
- 5.6. A loan of R20 000 annually from SAMS to the organizing Region to use as they see fit (see 2-3.2).

6. Conduct of nationals

- 6.1. Gala Rules. Conduct of National Championships shall be governed by the swimming rules of FINA.
- 6.2. Information for Prospective Participants. Once the venue and date for the Championships has been finalized, an initial information bulletin must be distributed to all Clubs and SAMS. Regular updates to Clubs are desirable, as it will result in boosting the number of participants.
- 6.3. Information for Participants at the Tournament
 - Once the National Championships have been awarded and the opening ceremony is finalized the Organizing Committee shall invite the local dignitaries to attend the ceremony.
 - The date and time of the SAMS AGM (which will be held during the Championships) shall be determined by SAMS in consultation with the Organising Committee.
- 6.4. A technical meeting of SAMS Executive, members of the Organising Committee, Regional Presidents, Club Presidents, interested officials, coaches and swimmers shall be held prior to the start of the gala.
 - The meeting date, time and location shall be included in the official meet information.
 - The Chairman of this meeting shall be the President of SAMS.
 - Business pertinent to the operation of National Championships and the conduct of the events shall be finalized at this meeting. Changes may be effected in the conduct of the meet to fit the situation.
 - Since changes can be made in the operation of a National Championships meet, it is the obligation of every swimmer (or representative) to arrive with enough time to complete registration and be informed of any changes that have been made.
 - It shall be the Tournament Director's responsibility to post notices of changes in conspicuous places at the pool registration area and headquarters area prior to the start of the first day's competition/first day of the meet. This may coincide with the opening ceremony.
 - Warm up schedule. A list of times when the competition pool and other facilities will be available for warm-ups shall be provided in the pre-meet information.
 - Heat sheets. Heat sheets listing name, age, club, seed time, heat and lane assignments shall be made available to all swimmers at the time of registration.

7. Programme

- 7.1. A four day programme commencing on the Wednesday is currently in use.
- 7.2. Women and men events should alternate during the three or four days. In the following year this should be reversed.
- 7.3. Full day schedules may be interchanged.
- 7.4. With the approval of SAMS, an alternate program may be used. Alternative programmes which may be used as reference are referred to in paragraph 22 below and given in Appendix 3.
- 7.5. Programmes decided on by the hosts, must be approved by SAMS before going to print.
- 7.6. All efforts should be made to include a 3km open water swim in the programme. This is not always easy but contact should be made with local experienced open water swim organizers as well as SSA to assist.
- 7.7. During the week of nationals, the programme commences on the Wednesday and ends with an 3km open water swim on the Sunday. For the PE Nationals, the programme is reversed, starting with the open water swim on Wednesday morning and completing the pool events on Saturday (see Appendix 3). The time taken to complete all events must be carefully calculated to ensure that the programme can be comfortably completed during this period. An extension of time to say include Wednesday morning should not be contemplated without motivation at the preceding AGM and/or President's meeting.

8. Event limit

- 8.1. Competitors may enter and swim a maximum of six (6) individual events. No cancellation of one event entered to swim another may be done once the entries have closed.
- 8.2. Competitors shall be allowed to swim in only one (1) Freestyle relay, one (1) Medley relay, one (1) Mixed Freestyle relay and one (1) Medley relay per meet as per FINA rules as well as a 400m relay event if such is included in the programme.
- 8.3. No swimmer is allowed to swim for another Club in a relay or individual event.
- 8.4. There shall be no qualifying times to enter for National Championship meets. Likewise there shall be no restriction on the number of relay teams entered by a club for any relay team event.
- 8.5. Dash for Cash: 50m freestyle only, e.g. no fly, breaststroke or backstroke. The dash for cash shall be over four events. Women and men: age groups 18-49 and 50+

9. Entry procedure

- 9.1. "No time" for swimming events will not be permitted. No unregistered swimmers will be allowed to swim in the Nationals.
- 9.2. National Championships will include and welcome foreign swimmers on the same basis as local swimmers except that they may not qualify for SAMS National Colours or generate points. Organizers need to be wary of unscrupulous foreigners who express interest in participating in nationals but simply desire a letter of invitation to South Africa.
- 9.3. A swimmer's affiliation as stated on the entry form will apply throughout the meet.
- 9.4. Entry forms must be signed by the Club President, verifying that the times submitted for events are correct and not inflated to obtain "good lanes" (centre lanes).
- 9.5. Clubs and not swimmers must submit entry forms. Entry forms from swimmers may not be accepted by the Organising Committee.
- 9.6. Clubs are encouraged to submit entries on Team Manager (see 6-6)
- 9.7. Once entries are captured entries are returned to clubs for checking for correctness only. No changes are permitted.

10. Entry forms

- 10.1. Entry forms (both individual and relay) and tournament information shall be prepared by the Organising Committee and must be approved by SAMS in advance of printing. No other forms may be used.
- 10.2. The entry form for individual events and all meet brochure information shall be published by the Organising Committee and forwarded to SAMS for distribution to the Regions and to be placed on the website. One copy each of the individual and relay entry forms and information the host desires shall be sent to SAMS for distribution to all Regions as soon as the forms and information are available and NO LATER THAN 5 MONTHS prior to the first day of the meet.
- 10.3. All individual competitors must fill out and sign the appropriate entry forms. The entry form shall contain a waiver of liability and contact details of next of kin.

10.4. On the relay entry, Club Presidents must list the name of the registered Swim Club and the full name and age of each relay member, in which age group the relay team will participate and the order of swimmers in the relay team. The order of the swimmers may NOT be changed during the relay swim.

10.5. Typical entry forms and a club payment summary form may be found in appendix 1..

11. Entry deadline

11.1. The deadline for entries is at the discretion of the Organising Convenor – usually about 5 weeks prior to the first day of the competition. At this time all individual entries must be submitted as well as the number of relay teams together with full payment for both.

11.2. Likewise the deadline for relay team entries, submitted on the prescribed, is at the discretion of the Organising Convenor. Usually this is one week after the deadline in 11.1 above. All rules appertaining to relay team composition and changes to such as well as cut off times shall be strictly applied.

12. Entry fees

12.1. Entry fees for National Championships shall consist of the following of: a registration fee; a fee for each individual event and a fee for each relay team entered.

12.2. An additional charge may be levied to overseas swimmers as a temporary SAMS affiliation.

12.3. A dinner dance and other social events may be conducted at additional cost to participants.

12.4. All entry fees must be approved by SAMS.

12.5. Overseas competitors may not be charged in foreign currency.

13. Age groups

13.1. Age groups shall be according to FINA Masters Rules MSW1 and MSW2 as set out below:

13.2. MSW1 - Age Groups Individual Events. 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60-64, 65-69, 70-74, 75-79, 80-84, 85-89, 90-94 (five year age groups as high as is necessary). See also 13.4 below

13.3. MSW1.2 Relays. To be conducted on the total age of team members in whole years. Age groups of relay events are as follows: 100-119, 120-159, 160-199, 200-239, 240-279, 280-319, 320-359 (forty year increments as high as is necessary). See also 13.4 below

13.4. MSW2 – Age Determining Date. For all purposes pertaining to Masters World Records and Masters World Championships Meet Competition, the actual attained age of the competitor shall be determined as at December 31st of the year of the competition. SAMS recognises the age group 18 – 24 for individual events and 72 – 99 for relay events.

14. Seeding

14.1. All information regarding seeding must be stated on the entry form.

14.2. In order to assure seeded positions, the best competitive times of all entries must be submitted.

14.3. The Organising Committee shall determine whether seeding is by time within each age group or by time alone. Whichever is chosen the computer system must be able to cater for it.

- 14.4. If seeding within each age group, after all full heats are seeded, the remaining swimmers may be seeded with any available age group of remaining swimmers. Seeding shall be arranged slowest to fastest within each age group.
- 14.5. The Organizing Committee may arrange 400m and 800m freestyle to be swum two (2) swimmers of the same sex in a lane. Separate timing will be required for each swimmer.
- 14.6. Overhead starts for all events, except 50's are permissible and recommended, in the longer events, i.e. 800m, 200m and also 100m to speed up the Championships.
- 14.7. Mixed individual events are allowed as per FINA rule MSW3.1 (See 4-3.5).

15. Club scoring.

- 15.1. Points shall be scored 12, 10, 8, 7, 6, 5, 4, 3, 2, 1 for individual events and 20, 18, 16, 14, 12, 10, 8, 6, 4, 2 or relays.
- 15.2. Points shall be awarded from age group 18-24 upwards.
- 15.3. The Dash-for-Cash shall not count for points.
- 15.4. Non SSA swimmers, i.e. foreign swimmers shall not score points.
- 15.5. Club scoring will be tabulated as follows:
 - Women's individual and Women's relay events
 - Men's individual and Men's relay events
 - Combined individual and relay events

16. Awards

- 16.1. The top 3 in each race (individual and relay) will be given medals. Where a foreign swimmer finishes in the top 3 he/she will receive a medal in addition to the local swimmer, i.e. if a foreign swimmer comes first, and the second swimmer is a local participant, both receive a gold medal. The foreign swimmer does not receive points, but the local swimmer who came second and is also placed first, receives first place points and so on down the line. Therefore 4 medals are awarded in that event.
- 16.2. SAMS (namely the President assisted by SAMS' secretary and/or other executive) shall present the following awards at the Dinner/Dance Banquet of the Championships (photographs of the trophies are given in chapter 12):
 - Dr Heyman Belfort Memorial Shield – To the winning region
 - Best Performance Female - Closest to a world record (%)
 - Best Performance Male - Closest to a world record (%)
 - Barnetson Trohpy - for the most improved swimmer
 - Charles Buck Memorial Trophy - The person(s) who best epitomizes the True Spirit of Masters Swimming
 - Spirit Bowl - Awarded to the Region/Club promoting the Spirit of Masters Swimming
 - Victor Ludorum Award - The male swimmer scoring the most points for a Club. If more than one swimmer qualifies, then that swimmer closest to a world record receives the award
 - Victrix Ludorum Award - Same as bullet point above, but to a female swimmer
 - SA Masters Swimming Club Trophy - To the Club scoring the most points
 - SA Masters Swimming Club Handicap Trophy - To the Club scoring the most points after dividing by the number of swims for the Club
 - Peter Pirow Trophy - The swimmer with the best 400m Individual Medley Result
 - Joe Hillstrom Trohpy - The Club with the most new members attending Nationals for the first time
 - Colin Cable Award – Awarded to the swimmer at the SAMS Long Course Championships, who is 60 years and over, swam 6 events, and scored the most points, with the events being scored on a scale of endurance
 - Lilian Parrington Trophy – Awarded to the oldest competitive swimmer.
 - Anton Harrop-Allin OWS Trophy – To the winning club at the previous open swim championships.

- President's Baton – handed over to the incoming SAMS president when applicable.
- SC Champs – awarded to the winning Club.
- SAMS Colours - Swimmers have to participate in a minimum of 3 National Championships. Once this has been accomplished their cloth badge and metal badge (thereafter) will be awarded to them.
- The awards to be presented by SAMS shall be listed in the program.
- Ten (10), twenty (20) and thirty (30) year attendance awards for swimmers and officials. These awards can be either be awarded at the swimming pool during a break, or at the opening ceremony or at the banquet evening.

17. Results

- 17.1. The results shall be posted for each heat as soon as possible after the event.
- 17.2. Meet results and Club scores shall be published within 30 days of the last day of the meet and sent to SAMS and Regions/Clubs.

18. Protest procedure

- 18.1. Protest against judgment decisions of Starters, Stroke/Turn Judges, Relay Take-off Judges and referees may only be considered by the Ruling/Emergency Committee.
- 18.2. Protests affecting the eligibility of an individual or team to compete, or protests arising from the competition itself, shall be handled by a Ruling/Emergency Committee as per Item 9.2 of the SAMS constitution. This Ruling/Emergency Committee shall be chaired by the Referee of the Championships and comprise the Tournament Director, Chief Judge, Chief Timekeeper and Starter. The President and Secretary of SAMS shall be members of this Committee, ex officio, and have power to appoint alternatives from the executive to act for them in the case of their absence from the Championships. Protests shall be submitted in writing by Club Presidents to the Referee, heard by the Ruling/Emergency Committee, and decisions rendered no later than the last day of the competition. Both the parties lodging the protest and the party charged shall be afforded a chance to be heard. The decision of the Ruling/Emergency Committee shall be final.
- 18.3. Any protests made following the close of the competition shall be directed to SAMS for resolution.

19. Personnel

- 19.1. The Tournament Director shall follow the swimming rules of FINA and the Guidelines established by SAMS for planning and execution of National Championships.
- 19.2. The host Region/Club is awarded the permission to run a Nationals ON BEHALF OF SAMS, therefore SAMS must be advised on all facets of the competition.

20. Officials

- 20.1. The minimum number of officials at each session of SAMS National Championships shall include the following: One Referee; One Chief Judge; One Starter; One Chief Timekeeper; Two Stroke and Turn Judges; One Safety Marshall for warm-ups; One Competitor Steward
- 20.2. The Referee, Starter and Stroke and Turn Judges shall be certified by SAMS or any other approved certifying body. An Official may serve in only one officiating position during an event. For Freestyle events 400 metres and longer, the Referee and Starter may double as stroke and turn Judges.
- 20.3. The names of all Officials, except for the Timekeepers, shall be included in the program.
- 20.4. The Organising Committee shall provide the Officials with copies of rules relevant to Masters Competition. This copy shall be on hand throughout the Championships.

- 20.5. Every Region shall endeavour to provide per session, at least 1 Timekeeper per 20 swimmers entered in the Championships.
- 20.6. In addition to FINA rules, the following shall apply:
- The officials shall not allow any swimmer in an individual event (except in exceptional circumstances) to leave the pool before the last swimmer has finished the race.
 - Provisional results shall be published as soon as possible after the completion of an event. The provisional results shall indicate any disqualification. At a fee prescribed by the organizers, the disqualified swimmer may dispute the disqualification decision provided the dispute is lodged within 30 minutes of the provisional results being posted. The Ruling/Emergency Committee to make the final ruling.
 - If a swimmer does not turn up to report to the Competitor Steward or arrives late for his/her event, then he/she may be disqualified.
 - Each lane MUST HAVE at least one qualified and experienced timekeeper and then is able to use student/inexperienced timekeepers to fill the lanes. THIS IS MOST IMPORTANT.

21. Facilities and equipment

- 21.1. Wherever possible, an automatic timing system with an electric readout board shall be in use. If an electronic system is not in use, there shall be 3 hand held timekeepers per lane. The Tournament Director shall endeavour to ensure all timekeepers are qualified for the task.
- 21.2. The electronic timing device MUST be thoroughly tested prior to the Championships.
- 21.3. All watches must be checked for faulty or "flat" batteries prior to the Championships. Spare batteries must be on hand if needed.
- 21.4. The Region conducting the National Championships shall use a computer to compile entry lists, heat sheets, entry cards, and final results. ETD to be used shall be approved by SAMS.
- 21.5. The host Region will receive a database print-out from SAMS to be able to verify that entries received are from registered swimmers.
- 21.6. A written certification of the pool length must be on hand throughout the Championships.
- 21.7. FINA requires the pool temperature to be between 25°C and 28 °C.
- 21.8. First Aid facility by registered personnel shall be in attendance at all times. These personnel must be visible to all.
- 21.9. It is advisable to also have a Doctor and Dentist on stand-by should anything serious occur. These names together with contact numbers should appear in the program.
- 21.10. It is desirable to have physios or chiropractors in attendance at the pool. Costs are not budgeted for and are normally covered by the swimmers themselves. Students, under the supervision of a qualified person, are often willing to provide their services for a nominal fee.

22. Alternative programmes

- 22.1. Unfortunately there is ***no one super programme that will satisfy all***. Appendix 3 indicates 13 alternative programmes (i.e. those deployed since 2007 and each drawn up by a different region or organizing committee) that may be used as reference.
- 22.2. Some guidelines in drawing up a programme from past experience (moans/groans!) include:
- Sessions should be balanced wrt time and with due regard to social events
 - Endurance type events to be the first event of the day/session
 - One event/day/discipline (excluding freestyle)

- Mix disciplines up (e.g. don't always have a breaststroke event following a freestyle event or visa versa)
- Relay events to be the last event of a session.

22.3. Appendix 6 which shows the programme for the very first nationals held on 27th April 1985 in Durban may be of interest.

23. Budget

As a guide to the hosting region a summarized budget for the 2018 Tshwane Nationals held in Pretoria follows

SA NATIONALS TSHWANE 2018

BRIEF SUMMARY

480 participants at cost of R110ea+R25/event ea. 300 attended the Dinner Dance at R220/ticket, 301 attended the Happy Hour at R95/ticket and 190 entered the o/w swim at R150/entry.

COST AND REVENUE (Prepared by Dave Arbuthnot)

REVENUE:

D. Fyfe summary club	R 261 480.00
Aniela Honesty Box	R 1 550.00
Kit Sales	R 43 265.00
Tshwane February gala receipts	R 3 000.00
Medal sponsorship SSA	R 44 460.00
Programme Adverts	R 32 050.00
Secure Parking	R 25 340.00
SAMS	R 15 000.00
SAMSA	R 5 000.00
Donation Wahoo Member	R 1000.00
Total	R 432 145.00

COST:

Hillcrest Pool	R 6 724.00 (DA)
Tuks Happy hour/Official lunches	R 46 002.00 (JF)
Bus.Card. & Prog layout + logo	R 35 000.00 (OvR)
Kit Manufacture – L Shear	R 39 675.00 (JF)
Parking wages and cost	R 4 137.75 (DA/CS)
Ambulance Services	R 9 000.00 (NTS)
NTS – Magdaleen	R 5 000.00 (NTS)
Medals - SSA	R 44 460.00 (SSA)
Open Water – Vorsters	R 26 040.00 (DA)
Announcer/system – Dwayne	R 23 500.00 (OvR)
Raffle ticket costs	R 9 427.68 (CA)
NTS Pool labour costs	R 6 000.00 (NTS)
Joyce signs and Dawn decorations	R 3032.55 (JF/DL)
Dinner table decorations	R 2 685.00 (RS)
Dash for cash	R 4 800.00 (CS)
Lycor Security Co.	R 3 785.00 (NTS)
Dinner Dance Voortrekker Monument	R 116 394.00 (JF)
Table Wine	R 2 060.73 (A)
Printing Dance Tickets	R 1 008.00 (DF)
Printing programme – Print Monkeys	R 21 021.60 (OvR)
T-Shirts gala/Open water support	R 980.00 (DA)
50 Chairs/table pool hire	R 818.22 (NTS)
Machics opening ceremony	R 31 288.03 (A)
Cleaning material – cloakrooms/kitchen	R 1 200.00 (LL)
LOC Dinner	R 4 300.00 (CS\DA)
Admin Costs	R 1 484.00 (DA)
Ann packaging	R 200.00 (AH)
Open Water setup meeting	R 234.10 (DA)
	R 449 823.60

Revenue shortfall for Tshwane Masters Account R 17 678.60

24. Safety at Sports and Recreational Events Act 2/2010

24.1. Compliance to the above act is required and the Nationals Organizer needs to obtain from SAPS the application documentation for risk categorization. SAMS has a risk assessment checklist for the pool/building and a related insurance document is available from SSA. Contact SAMS for further information.

25. Amendments

25.1. The foregoing guidelines are inclusive of the amendments up to and including the 2018 Nationals in Pretoria.

SOME PHOTOS: 2009, 2008 and 2007



*East London Nationals 2009:
Hendrik Thompson: "Phantom
of the Opera."*



*East London Nationals 2009:
Coelacanth's enjoy Happy Hour!*



*Durban Nationals 2008: Party time.
Dave and Cheryl Arbuthnot with Henk
jv Rensburg (right)*



*The morning after the "Swem, Sop &
Sjerrie": Melani Roodt (standing)
much loved Coelacanth & SAMS'
committee member (2005-2007)
passed away on 3 August 2008.*



Sasolburg Nationals 2007: Jason Wgner (left) and Tracy Gardiner with Penny Heyns



Sasolburg Nationals 2007: Open Water Swim on the Vaal.