

Swimming Queensland COVID-19 Club Meet Information for Attendees

All attendees will be required to understand this information as well as agree to follow/comply with the COVID-19 Terms and Conditions of Entry and Attendance at Events.

All club events, i.e. activities including but not limited to, training, combined training, club nights, time trials, dual meets, championships, are permissible when complying with the approved [Swimming Pool & Aquatic Centre Industry COVID Safe Plan Stage 3](#). It is the responsibility of the event organiser to be primarily responsible for staging a COVID-safe event with the key principles and public health strategies implemented and monitored. All attendees have a level of responsibility for their own welfare, as well as that of others around them by following the instructions and restrictions in place when attending events. This includes providing contact details, assuring they are well and practicing good hygiene.

As such, there are going to be differences in how events have been conducted in the past and it is important to read and understand all information provided to ensure the safety of all members and continual resumption of our sport.

PHYSICAL DISTANCING & HYGEINE

Physical distancing must be observed during the event, particularly in the designated seating areas. All attendees have a responsibility to ensure this occurs. Event staff, officials and volunteers will be used to remind all attendees and where necessary, remove from the event anyone not doing the right thing. Please be respectful so we can all stay healthy and continue to participate in the sport. Club/Team Managers and coaches, please assist in ensuring your members are seated in the correct area and distancing accordingly.

GROUP MANAGEMENT & CONTACT TRACING

The emphasis in Stage 3 is on group management to limit co-mingling and to allow for targeted contact tracing with the least amount of impact to the event and community. To comply with the Industry Plan, host clubs will have Event Site Maps that clearly show defined areas/spaces and flow in and around the venue.

Once nominations are finalised, each Club 'group' will be assigned to these defined areas/spaces, showing clearly where they are to be seated during the meet. This will be communicated prior to the meet with final information.

Upon arrival and departure all attendees* must provide their details using EVA Check-in (or similar). This is a quick and easy process, using a QR Code specific to the event, and needs to be completed for each person on site. The QR Code will be provided in the final information, with the Site Map once all allocations have been made. All attendees can complete this for themselves when arriving and departing on their device. There will be an option to collect details manually by the host club upon arrival for those unable to utilise the electronic process.

*Please note, participating swimmers (or parents/guardians on their behalf) are encouraged to also check in and out as above for targeted contact tracing based on the time in and out captured. Alternatively, so long as the guardian profile in Swim Central of the nominated swimmer contains a mobile number, this list will be used irrespective of the time in attendance.

Failure to comply with this will result in ALL attendees at the event requiring to undergo isolation for 14 days where a positive COVID case presents.

CLOSED EVENTS

In order to comply and manage the COVID requirements, there is a strong recommendation for meets to be run as closed events with self-marshalling. To effectively run a closed event, a pre-allocation to clubs based on their athlete numbers, for adult attendance will be in place. These adults (parents and/or carers) would fill the role of Club/Team Manager, to help supervise and support the swimmers from their Club during the event, or may attend in a volunteer capacity to help with the general running (i.e. timekeeper, etc.). Clubs may allow these positions to be split across sessions of the meet between parents, so long as contact details are captured for tracing purposes.

Depending on the capacity of the venue and ability to cater for required numbers, a ratio would be used to ensure a fair distribution of passes are available to each club attending the event. The allocations would be determined once nominations are closed.

Please note, there would be a healthy number of allocations based on a ratio of swimmers per club to cater for adequate supervision of young swimmers. Each Club attending would be responsible for the distribution of their Clubs' allocated Club/Team Manager passes once received by the host club.

Please liaise with your Club around your interest in attending in the capacity of a Club/Team Manager, or with the host club for interest in filling a volunteer role if they are seeking this assistance.

SELF-MARSHALLING

Swimming Queensland, with the assistance of Brisbane Swimming, have put together the below information to assist all clubs and members with self-marshalling. Brisbane Swimming successfully trialed self-marshalling during the 2020 Vorgee Brisbane Senior Metropolitan Championships.

Self-marshalling not only allows swimmers to warm up more effectively, as they're not required to spend time in the marshalling room prior to their event, it also frees up Technical Officials to perform other officiating roles, as well as helping host clubs to comply with COVID restrictions.

Self-marshalling process for swimmers

On event day, swimmers report to the Self-Marshalling Area located behind the starting platform of their designated lane. Swimmers should report a certain number of heats prior to their heat being in the water, as follows:

50m events	Four (4) heats prior to the heat in the water
100m events	Four (4) heats prior to the heat in the water
200m events	Three (3) heats prior to the heat in the water
400m events	Two (2) heats prior to the heat in the water
800m and 1500m events	One (1) heat prior to the heat in the water

Before reporting, swimmers must ensure they know their:

- Event number/s
- Heat number/s
- Lane number/s

Swimmers can approach the Help Desk for assistance as required or ask their Club/Team Manager or Coach.

A reporting swimmer follows the below steps:

1. Report to the Self-Marshalling Area behind the starting platform in the lane they're allocated
2. Move progressively forward, with the other swimmers in their heat
3. Mark off their name on the program at their designated lane just before their heat is swum

Self-marshalling set-up

- A program is published by the host club, which is final (i.e. no re-seeding or modification to lane allocations except where 800m and 1500m heats can be combined). This published program should be distributed to all attending clubs and it is recommended that it be published on a website/social media. Meet hosts are also encouraged to use Meet Mobile, while generating a timeline can also be useful as a guide.
- Late entries, if accepted, should be handled via spare lanes or additional heats.
- A Help Desk should be setup on pool deck or nearby the self-marshalling location, so that swimmers, team managers or coaches can seek event information or notify of any withdrawals from heats and finals. Copies of the program should also be made available.
- A Self-Marshalling Area should be setup behind the starting platforms for swimmers to organise themselves. Approximately four (4) heats worth of swimmers should be able to be accommodated in this space. This can be done using rows of chairs, markings on the ground or similar.
- A marshalling board (electronic or a physical A-frame) should display the event and heat currently in the water to allow swimmers (with the help of their team managers and coaches) to report to self-marshalling when required. The Announcer would also announce the event and heat of the race in the water.

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IMPORTANT: Routine inspections of events may be conducted with both Queensland Health and Queensland Police Service able to issue on-the-spot infringements for individuals and organisations for non-compliance with Public Health Directions. Current fines are \$1,334.50 (individuals) and \$6,672.50 (organisations).