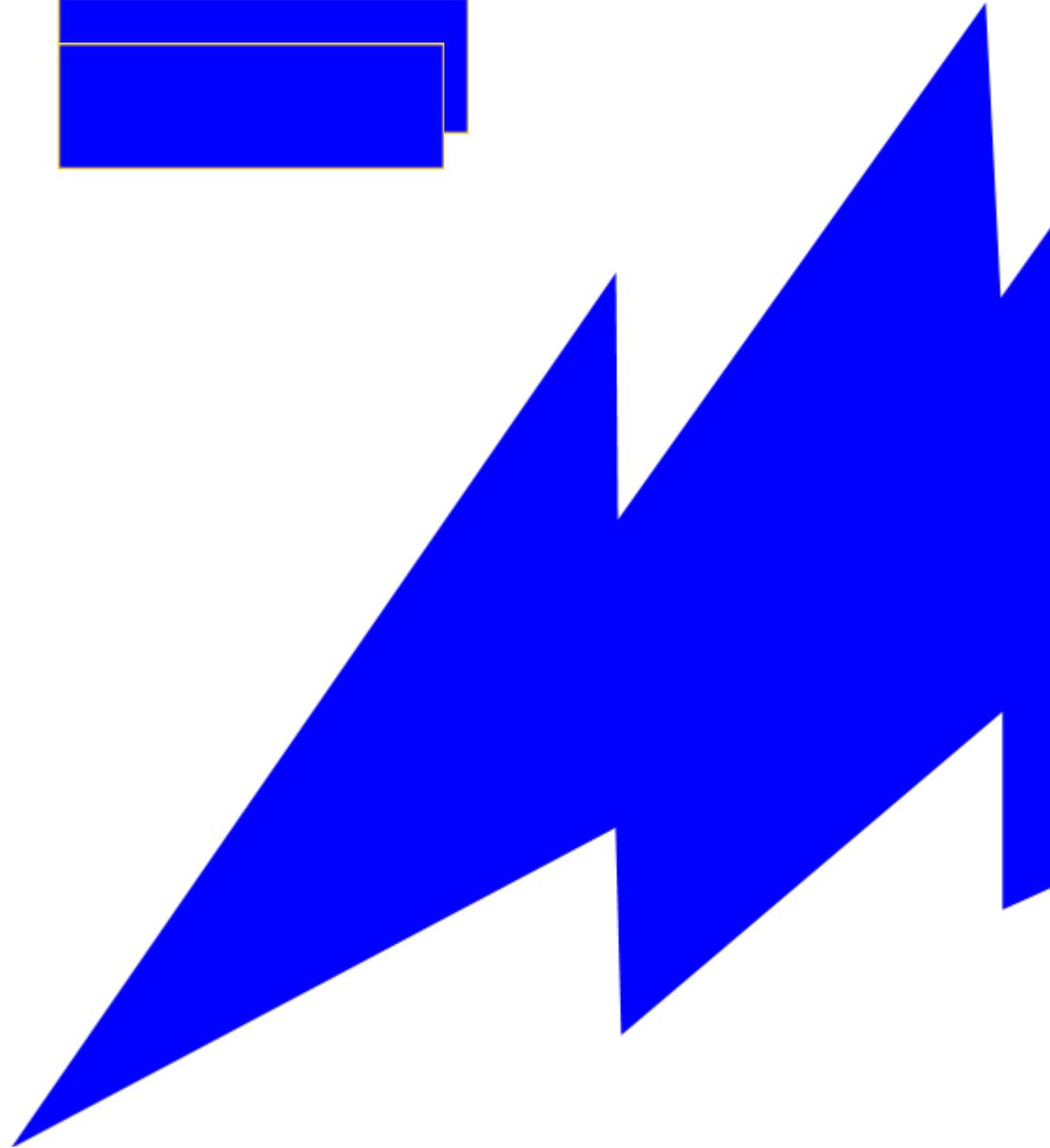


Handbook



“GRACEVILLE LIGHTNING”

Swimming Club

Web: www.gracevillelightning.org.au

Sponsors:

P & L Fresh Meats, Oxley

P: 3372 8856

Miettes Boulangerie Patisserie, Graceville

P: 3379 7737

Superior Fruit & Wendy's Kitchen, Graceville

P: 3379 7508

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Organisation

Graceville Amateur Swimming Club is an incorporated association under the Associations Incorporations Act as a not-for-profit community organization. Under the Act, we are required to operate under a Constitution which is available to all members and although has a license with the Education Department to utilize the School facilities, is independent of both the School and the P&C, but has a close working relationship with both.

In accordance with the Constitution the Club is managed by a Committee which is elected each year by the members. The Committee for the current season is detailed on the website.

Management committee and officials

Management committee

The Management Committee meets on a regular basis throughout the season and encourages all members to raise any issues with them. Some committee positions may be filled by more than one person. The positions available on the committee are shown below:

President

Vice President

Secretary

Treasurer

Assistant Treasurer (optional)

Junior Dolphin representative (optional)

General Committee member (optional)

Officials

The Club is also manned by a number of volunteers who are responsible for certain aspects of the running of the Club's activities. For your information a number of the key functions and persons responsible are listed below.

Canteen Convenor

Canteen Purchases

Carnival/Race Secretary

Chief Timekeeper

Starter

Computer Operator

Club Championship Organiser

Referee / Backup record keeper

Grants Officer

Club Wear Sales

BBQ

Meat Collection

Bread Collection

Tomato & Lettuce Collection

Newsletter

BBQ/Canteen/Salad Roster Coordinator

Website Manager

Lifeguards

All parents are encouraged to actively participate and assist in the running of the Club. The Club is entirely dependent on volunteers and the more people we have involved in the club, the more enjoyment the kids will get out of it.

If you are able to assist in any way please do not hesitate to contact one of the members of the Committee or persons in charge of the key activity.

Affiliations

The GASC is an affiliated member of both the Swimming QLD (SQ) and Brisbane Swimming Association (BSA). Your membership fees to GASC cover insurance through SQ and provide club swimmers with the opportunity to participate in a range of BSA and SQ events.

The Club may notify members of upcoming events via our website and newsletters.

Membership fees

Membership fees are levied on members on an annual basis.

The membership categories are determined by the age of the child as at time of registration (for new swimmers) or as at 1 July (for continuing GLSC swimmers). Family discounts may apply for 3 or more children. For all details regarding pricing and family discounts please visit the [Membership & Pricing page](#) on our website. The majority of the fees paid by members go directly to Swimming Queensland as part

of our affiliation (see above). A small portion goes to the Club to cover some of the day to day running expenses. Apart from the annual membership fee there are no additional fees or charges for attendance at Club nights or participation in Club meets. There may be additional fees for participating in BSA (Brisbane Swimming Assoc) and SQ (Swimming Qld) events.

The Club generates funds through raffles, sponsorship and the canteen/BBQ. We encourage members to support these activities so that we can continue to provide adequate facilities for our members.

Website

<http://www.gracevillelightning.org.au/>

We seek to provide as much information as possible via our website. We strongly urge members to regularly visit the site for announcements and the publishing of club night results..

General Information

Safety in and around the pool

Safety is a high priority for the Club and as such non-adherence or unsafe behaviours will NOT be tolerated. Ultimately the responsibility rests with both the parents and swimmers.

If you do observe anything you consider unsafe please contact the lifeguards or one of the Committee immediately.

Some of our safety rules are:

- There is to be NO glass in the pool area.
- Parents are responsible for supervising their children AT ALL TIMES when at the pool. This includes supervision during free swim times.
- There is to be NO running in the pool area.
- There is no diving at the shallow end.

We do have lifeguards on duty during club nights, however, with well over 100 swimmers in the pool we ask parents to also know where your swimmers are at all times. If a parent / guardian is not present at any time during club night, it is the responsibility of the parent to organise a suitable substitute. Please refer to the following guidelines regarding parental supervision during the free swim:

- Children aged 0-5 years actively supervised at all times, parent/ guardian **within arms-reach in the water**
- Children aged 6-10 years under constant active supervision, with parent/guardian prepared to get wet
- Children aged 11-14 years must be checked on by physically going to the point where they are in or around the water

Cancellation of club night due to weather

From time to time inclement weather conditions may cause the cancellation of club nights. A decision on whether or not to cancel a Club night will be made by the Committee.

If you require information on whether a Club night is proceeding please contact one of the Committee or visit the website.

Health and hygiene

Swimmers suffering from discharging eyes, ears, nose or open wounds will not be permitted to enter the pool. We encourage parents to take a sensible approach to this matter, although the Committee does have the final say on whether a swimmer is permitted to enter the pool.

All swimmers are expected to wear a bathing cap at all times when in the pool. Further, swimmers must remove all jewellery before entering. The Club will NOT be responsible for any lost items.

Learn to swim, squad training and masters squad

Peter Geraghty runs the Learn to Swim Program and Squads at Graceville State School Pool. For more information or to book a lesson call or email Peter on 0432 407 442 or petegeraghty@hotmail.com.

Club swimwear

This year the Club will have available for sale a brand new design for its club swimwear range. Swimwear, caps, shirts and other club clothing is available for purchase on Club nights or by contacting the clothing co-ordinator.

Whilst it is not compulsory we encourage all swimmers to wear the club togs when representing the club at inter-club or BSA/SQ meets.

Running of club nights

Club nights are held every Friday night during terms 1 and 4. The pool enclosure will be opened at 5:30pm. All attendees over the age of 18 years who are not registered members of the club are required to sign in using the attendance book at the pool entry. This is a requirement of our liquor permit.

The free swim will generally start at 6pm (provided there are lifeguards in attendance) followed by the assisted race. The evening program will commence at 6:15pm. If time permits, there will be a free swim at the conclusion of the program, once the lanes ropes have been removed.

Process for nominating

Provided you are on the Club's email list, you will be emailed your swimmer's pre-nominated events on the Wednesday evening. The nominations will be based upon their event history and past results. If you have not received this by Thursday morning please email nominations@gracevillelightning.org.au and it will be resent to you individually. Please check the attachment prior to club night and advise your swimmers of what events they are nominated for.

You need only reply to this email by exception.

This process will be your responsibility and must be completed by 5pm each Friday!

An example of what you can expect in this email:

Dear Parents & Swimmers,

Races for this week (Friday 31st October, 2014) in order of swimming are:

- 100m Individual Medley
- 15m/25m/50m Freestyle
- 15m/25m/50m Breaststroke
- 15m/25m/50m Backstroke
- 100m Freestyle

Individual Swimmer Nominations List

See attached

What you need to do!

1. **Review the Events List (attached)**
2. **Determine whether your situation corresponds to A, B or C, below, and respond accordingly.**
NB: Please ensure you advise the swimmer's name in your email response.
3. **Advise your child(ren) of what events they are nominated for.**

Your situation...		... what you need to do
A	We're not coming to swim club this Friday	Reply to this email and let us know
B	I need to change something on the Events List	Reply to this email and tell us what needs to change
C	Events List looks good - we're ready to go!	Do nothing! We'll see you on Friday ready to swim.

The Dolphin Timing System that we use sends the times for each race directly to the computer. For this reason, races must be swum as printed on the race program for the night.

Club night program

On any given night there will be 3 individual strokes swum with distances ranging from 15m to 50m. Freestyle will be swum on most club nights with a rotation system utilized for the remaining 2 strokes to be swum on any given Club night.

An alternating 100m/200m/400m freestyle or 100m/200m IM race will be raced at the end of the night with an additional 100m race of backstroke, butterfly or breaststroke raced during the Club night.

(Please note that the program may be changed at any time at the discretion of the Committee.)

Races will be announced by the announcer & a sign clearly displaying the stroke & distance being marshalled, but it is the responsibility of the swimmers and/or the parents to ensure that swimmers are assembled at the marshalling area.

Swimmers will be promoted to the longer distances once they have achieved the requisite qualifying times. The qualifying times must be achieved on 2 separate occasions before a swimmer is promoted. Swimmers who are 8 years or older can automatically swim in the 25 m events without having to meet the qualifying standards.

To be eligible to swim in the 100m, 200m & 400m events swimmers must have swum the qualifying times on at least 2 occasions. To be eligible to swim the 100m medley swimmers must have swum the 100m qualifying times in at least 2 strokes.

	15m to 25m	25m to 50m	50m to 100m/200m	100 m to 200 m	200m to 400m
Freestyle	20 sec	25 sec	52 sec		3 min 30 sec
Backstroke	21 sec	27 sec	56 sec		
Breaststroke	24 sec	30 sec	1 min 2 sec		
Butterfly	21 sec	27 sec	56 sec		
Individual Medley				1 min 40 sec	

Swimmers who have qualified for a 50m event but elect to swim in a 25m race on Club night will only receive 1 point for that event.

Up to twice throughout the season the Club will endeavour to run relay events.

Throughout the season the Club will endeavour to have a referee present to assist swimmers to comply with the rules of swimming and advise when swimmers have breached the rules of swimming. Whilst swimmers, in the normal course of the season, will not be disqualified if swimmers who are 10 years and above, continue to breach the rules they may be disqualified at the discretion of the referee.

Swimmers will be graded into events with others (boys and girls) who have achieved similar times for that particular event.

Throughout the season all swimmers compete against their own individual times for points towards the end of season awards. This enables recognition of improvement for swimmers of all abilities and ensures all Club members are eligible for an award at the end of the season.

Club night facilities

The BBQ and canteen operate for your convenience each Friday night. This is a service for members and their guests so we try and ensure that prices remain as low as possible to encourage everyone to use the services.

The Club has a Restricted Liquor Permit to sell alcohol on Club nights. The area inside the pool gates (excluding the pool and the yellow zone around the pool) is the licensed area. The Club is required to ensure that the rules on responsible service of alcohol are adhered to. Our alcohol management plan has been approved by the Office of Liquor and Gaming and by the Graceville State School administration. Only parents and their guest over the age of 18 will be served.

Any person displaying irresponsible or unacceptable behaviour will be required to leave the pool area. Only alcohol purchased from the canteen is permitted to be consumed in the licensed area (i.e. BYO alcohol is not allowed).

P&L captain's cup

The P&L Captain's Cup was introduced in December 2013. It is usually held on the last swim club night of Term 4. This is an optional event.

This is a team relay event consisting of 2 swimmers in each team, a senior (usually a parent) and a junior swimmer. To win the P&L Captain's Cup, you do not have to be the fastest team but the *most consistent*. To begin, all teams swim once to set their **base time**. Each team then swims a second time. In order to make it to the semi-final, teams need to swim the same (or as close to) time as their original **base time**. The top 12 teams with times that are most consistent between their original **base time** and their second times move through to the Semi-Final. In order to qualify for the Final, teams need to swim a third time as near to their original **base time**. The final will consist of the 6 most consistent teams from the Semi-Final. The team that finishes the final closest to their original base time will win the P&L Captain's Cup.

The first swimmer for each team will be fastest (usually the oldest) swimmer. The first swimmer must swim 50m Freestyle and the second swimmer must swim 25m Freestyle.

1 x 50m & 1 x 25m Relay – where the senior (faster) swimmer swims 50m & the junior swimmer swims 25m - starting from the blocks and finishing at the shallow end.

15m races may be run on the night if time permits. Anyone can come and compete. The program looks something like this:

1. 15m Freestyle races (for whoever wants to swim) will be run at Committee discretion.
2. First round of Relays (to determine the original **base time**).
3. Second round of Relays
4. Semi Finals of Relays
5. Finals of Relays
6. Announcement of the Winner of the P&L Captain's Cup

The P&L Captain's Cup is a fun event which encourages parents, older siblings or older friends to swim with their younger swimmers. It is great for building friendships, role models or just having fun with Mum or Dad.

The winner receives a trophy and gets their name on the Official 'P&L Captain's Cup' trophy.

Club championships

The Club Championships will generally be held on the second last Sunday before the end of term 1. You must be a full financial member of the club to take part in the club championships. Associate members are not eligible to be club champions or receive medals. They are however welcome to race on the day. These rules are also available on the [Club Championship and Presentation day page](#) on our website.

Club championship rules

1. Only swimmers who have qualified for the respective events will be eligible to swim in the championships.
2. To be eligible to compete in an event in the Club Championship, swimmers must have competed in each event a minimum number of times at GLSC club nights. The minimum number for each individual stroke may differ from season to season and will be updated on the [Club Championship and Presentation day page](#) on our website. There are 2 categories, the first is for swimmers who registered towards the start of the season – “Joined in term 4”, the second is for swimmers who registered after the Christmas break – “Joined in term 1”.
3. If a Club night is cancelled, swimmers who had nominated in accordance with the handbook to swim on that night are deemed to have swum in those events for the purposes of eligibility for Club Championships.
4. If swimmers progress to a longer race for a particular event during the season, participation in both distances will be counted. That is, if a swimmer has participated in 6 x 25m Freestyle and 3 x 50m Freestyle events during the season this will mean they have qualified to swim in Freestyle at the Club Championship (based on the qualifying number of freestyle events being 9 swims).
5. The Committee has the discretion to allow a swimmer to compete at the Club championships if they have not met the eligibility rules. The Committee will exercise its discretion upon receipt of an application, in writing, for special consideration. Circumstances that will be considered by the Committee include (but are not limited to);
 - Illness or injury throughout the season that has prevented a swimmer from attending/swimming at a Club night;
 - Family circumstances which prevents swimmers from being able to attend Club nights regularly;
 - Swimmers who were competing for the GSASC at SQ or BSA meets on a Friday Club night.
6. Any request for special consideration must be in writing and received by the Committee at least 7 days prior to the Club Championships commencing. The decision of the Committee is final.
7. Swimmers will compete in their age on the blocks as at the first day of the Championships.
8. Swimmers up to 9 years compete over 25 m. Swimmers 10 years and above will compete over 50m.

9. For all 25 m events leniency in the application of the rules of swimming will be exercised. Swimmers in these events will not be disqualified however if the referee deems that the swimmer gained an unfair advantage by breaking the rules, then the referee may alter the placing at his/her discretion.
10. Swimmers who break the rules in 50m and 100m events will be disqualified.
11. The race committee will utilize its discretion to combine races either girls/boys or of different age groups where there are not sufficient number to fill up the race. However swimmers will only compete against swimmers in their respective age and gender groups.
12. Points will be awarded as follows for each individual race to determine the age champions;
 - First - 4 points
 - Second - 3 points
 - Third - 2 points
 - Fourth - 1 point

Championship awards

The aim of the Club is to recognize the participation of as many swimmers as possible. Ribbons / medals will be awarded to all place getters in each championship race, with each younger swimmer who does not receive a place ribbon being presented with a participation award.

Age champions

Age Champions are awarded to the boy and girl in each age group who accumulate the most points across all events during the Club Championships. If points are tied, the age champion will be the person who achieved the most first places at the championships. If swimmers are still tied, both swimmers will be awarded age champion.

Club presentation

The Club will generally host a presentation BBQ on the weekend following the Club Championships (this will usually be the last Sunday prior to the end of term 1). Swimmers will be advised closer to the date about the details of the function. A number of club awards will be presented at the function, including the Overall Club Points Champion, Points Awards, Club Championship Age Champions, Club Championship race medals, Club Championship Records, Pool records and other club awards.

The Club AGM will be held in conjunction with the presentation function.

GLSC points award

The points system is cumulative throughout the season so swimmers are encouraged to attend regularly. Points are awarded for participation and improvement in individual times.

The Overall Club Champion is the swimmer who accumulates the most points at Club Nights over the whole season for all events. Points are calculated on the improvement of times based upon the following points scale.

Points scale

Time Difference	Points
Greater than 2.5 seconds slower than best time or participating in an event that is shorter than their qualified event	1
>1.5 and up to 2.5 seconds slower than best time	2
>0.5 and up to 1.5 seconds slower than best time	3
0.5 slower and up to 0.49 seconds faster than best time	4
0.5 and up to 1.49 seconds faster than best time	5
1.5 and up to 2.49 seconds faster than best time	6
2.5 seconds or more faster than best time	7

Determining the points award winners

All registered swimmers will be divided in to 5 roughly equal bands based upon their age. Points Awards will be presented to the top 5 swimmers in each band irrespective of gender. The Club Champion is not eligible to win another Points Award.

If it appears to the Management Committee that a swimmer has intentionally not swum to the best of their ability in order to gain an advantage in accumulating points towards the Points Awards the swimmer may be asked to show cause why they should not be penalised. The Management Committee may impose such penalty as it sees appropriate which may include not counting that time, deduction of up to 20 points from that swimmers tally and even disqualification from the Points Awards.

Swimmers will receive points for competing in all events at Club Nights. All swimmers who have met qualifying times but do not wish to swim (or find it too difficult to swim) the longer distance may elect to swim the shorter distance but will not be awarded points for lowering their best times. These swimmers will be awarded 1 point.

Points received in one distance will be carried forward on graduation to longer distance events (not including the 100m and 200m events as these are considered separate events). Any swimmer disqualified will forfeit all points in that event. On the first swim of a new distance in a stroke a swimmer will receive a bonus of 4 points.

During the season a points tally will be displayed on the pool deck notice board or posted on the website to encourage children in their participation at club nights.

The president's award

This is an award given at the Presidents discretion to a swimmer who contributes to the club in some unique or special way. This award may or may not be given each year.

Encouragement award

This is awarded by the coach/committee to a swimmer who has shown an excellent attitude and achievement in club swims and competitive swimming for the club throughout the entire season.

The Alison Morris award

This is awarded to a person or couple (adult) who has made an outstanding contribution to the club. It was established in 2007 to honour the memory of Alison who was a parent who tragically passed away in her forties and who herself had made an outstanding contribution to the club. The winner will be decided by the Management Committee or a sub-committee of parents chosen by the Management Committee.

If you have any questions please feel free to ask anyone on the Management Committee for assistance.

Carnivals and inter-club meets

Club swimmers may participate in Inter-club meets, Invitational meets and SQ/BSA Carnivals.

Inter-club meets

These meets provide friendly competitive swimming against other clubs. Ribbons are usually awarded to the first, second and third place getters in each final. In order to comply with Swimming Australia's Junior Sport Policy those meets will have various forms. Carnivals have been arranged by the Carnival Organiser.

In fairness to all club members, and to promote the best interests of the club and the sport, it is anticipated that as many swimmers as possible will be given an opportunity to participate in some inter-club meets. Inter-club meet selection is not always based on the fastest swimmer for each age. Some carnivals are based on different selection criteria. It will not be possible for every child to swim in every inter-club meet.

Rules for inter-club meets

1. Selection generally takes place about 2 weeks before the carnival. Selection is initially based on the fastest swimmers in each event as recorded at Club Nights (the number will depend upon the type of meet). However, the Carnival Selector has discretion to alter these selections to allow more swimmers to compete or to allow a swimmer to compete in more events;
2. Preference will be given to swimmers who regularly attend Club Nights and who regularly make themselves available for inter-club meets;
3. Any swimmer or their parent feeling aggrieved by a decision of the Carnival Selector may request the Management Committee to review the decision provided such request is received by the Sunday after selection slips have been handed out. The decision of the Management Committee is final;

4. Shortly prior to a carnival, swimmers will be notified if they have been selected to compete in a carnival. The names of selected swimmers may also be posted on the club website. Parents are required to advise the Carnival Selector as early as possible if their child will not be able to compete in the carnival.
5. When selected swimmers are unavailable or withdraw from a carnival, replacements will be selected at the discretion of the Carnival Selector with due consideration being given to other clauses.
6. Swimmers will be selected to swim in their respective age groups whenever possible. Younger children will only swim in older age groups when there are no children of the relevant age group available to swim.
7. Those swimmers who, after being selected, are unexpectedly not able to attend a Carnival must notify the Carnival Selector as early as possible. Any swimmer who fails to notify the Carnival Selector as soon as possible of a late cancellation without good reason may not be selected for the next Carnival and up to 10 points may be deducted from their aggregate points tally;
8. Once selected in an event, a swimmer may only be removed from that event by the club marshal or the Carnival Selector and only then if there is good reason.
9. For Home Carnivals age will be determined by the age at the time of carnival.
10. Events for Home Carnivals will be at the discretion of the Home Carnival Organiser and the Management Committee.
11. An admission fee may be payable for carnivals.
12. Swimmers are strongly encouraged to wear Graceville club togs (or blue togs) and Graceville caps at carnivals. Swimmers attend carnivals as a team. The wearing of club uniform encourages club spirit and promotes the club. The club swimwear is of high quality, long lasting chlorine resistant fabric and is sold to members at cost price.
13. All swimmers are requested to sit in their designated areas at carnivals. If a swimmer is not present at the time of marshalling for a race a replacement will be made by the Club Marshall or Carnival Selector.

Oxley Road cup

The Oxley Road Cup is the highlight of the inter-club meet season. Many swimmers wish to compete in this event but it is not possible to select all of them. Therefore this will be an A grade meet which means that, in general, the fastest swimmers at club nights will be selected. However the Carnival Selector still has the discretion referred to above.

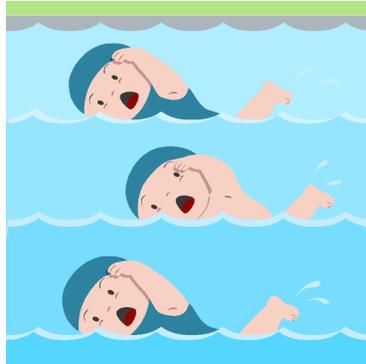
Invitational meets

Throughout the season swimmers from our club will be invited to swim at meets hosted by other clubs. Generally these meets are open to all swimmers. Swimmers may, and are encouraged to swim in these meets. They may compete individually or as part of a club team. These meets have various forms. For example, Novice Meets exclude swimmers who have won medals at QSA/BSA championships in the past year. These meets are ideal for swimmers who are seeking the challenge of a higher level of competition.

Details of these meets and QSA/BSA meets will be mentioned in emails to parents and announced at Club Nights. There are fees to compete in both. Nominations and entry fees for both are to be given to the Race Secretary by the closing date.

SQ / BSA meets

These meets take place throughout the season, many occurring at Chandler. Generally these meets are open to all swimmers. Swimmers who compete in these events accrue points for the club in the BSA Swimming Competition. Swimmers are strongly encouraged to participate in these meets. They provide a higher level of competition against swimmers of a number of other clubs. Swimmers of all standards participate in these events. They are not just for the good swimmers. Swimmers usually improve their times because of the competition.



Club captains

Functions and duties

1. To display high standards of conduct and behaviour and act as a role model for other children;
2. Helping younger children at Club Meets and Carnivals;
3. Speaking on behalf of the club at Carnivals and Club Championships;
4. Making announcements at Club nights and school assemblies as required;
5. Accepting trophies and congratulating winners;
6. Representing the club at Carnivals and other events;
7. Assisting the Management Committee with the running of the club, especially at Club Nights and carnivals.
8. Fostering club spirit at carnivals.

Eligibility

There are two Captains and two Vice Captains elected, in both cases one of each sex. The Captains and Vice Captains must, at the time of their appointment, be students in years 5. These appointments shall be held for 1 season only. To be eligible for appointment, Captains and Vice Captains must be fully registered, fully paying members of GASC, have been eligible to swim in the previous year's Club Championships. They must also commit to swimming with the club throughout that current swimming season (i.e. Term 4 & Term 1 of the following year). The final decision on eligibility for nomination will be made by the club Management Committee.

As the club captains and vice captains are representatives of the club, there are certain qualities that the Management Committee are looking for in nominees.

Qualities of club captains

1. Willingness to represent the club at carnivals
2. Willingness to attend carnivals on behalf of the club
3. Willingness to help committee members and other volunteers on club nights
4. Willingness to assist younger children at club nights and carnivals
5. Regular attendance at club nights
6. A long term commitment to the club

Nomination for club captains

Nominations must be submitted in writing at an appointed Club Night at the beginning of the season to the club secretary. The election will be by secret ballot at the following Club Night. Those eligible to vote are club swimmers who are in grades 4 and above. The final decision will be made by the club Management Committee with consideration given to the voting by the swimmers.

Swimming rules

Rules are created as the standards of perfection and should be applied as much as is practical and reasonable and to the degree that they must be to protect all competitors. Fairness is the key to official decisions. Swimming Australia recommends implementation of the rules to match the age and skill level of the participants. At Graceville club nights and carnivals, swimmers will be expected to swim according to these rules and supported to understand and correct their mistakes.

More details of these rules are available on the Swimming Queensland website, www.qld.swimming.org.au.

The start

Freestyle, Breaststroke, Butterfly and Individual Medley races start with a dive. On the whistle the swimmers step onto the starting platform and remain there. On the command “take your marks”, they shall take up starting position with at least one foot at the front of the platform. When all swimmers are stationary, the starting signal is given.

Backstroke races and Medley relays start in the water. At the first whistle the swimmers immediately enter the pool and at the second whistle take up their starting position. The command is then “take your marks” and when all are stationary the starting signal is given.

Any swimmer starting before the signal shall be disqualified. If the starting signal sounds before the disqualification is declared, the race will continue and the swimmer disqualified at the completion of the race. If the disqualification is declared before the starting signal, the signal shall not be given, but the remaining swimmers will be called back (“stand up and step down”) and then start again.

The finish

Swimming Australia has rules regarding the touch and finishing position for each stroke (see below). There are no rules regarding getting out of the pool, however at Graceville we expect the swimmers to stay in the water in their correct lane until all swimmers in an event have finished. The whistle will then be blown indicating that swimmers can exit the pool and should do so from the sides of the pool. The

first three swimmers in a relay should exit from the end of the pool after completing their swim. Swimmers cannot be disqualified based on how they exit the pool.

Freestyle

Freestyle means that a swimmer may swim any style, except in medley events when freestyle means any style other than backstroke, breaststroke or butterfly. Some part of the swimmer must touch the wall upon completion of each length and at the finish. Some part of the swimmer must break the water surface throughout the race, except it is permissible for the swimmer to be completely submerged during the turn and for a distance of up to 15m after the start and each turn. By that point, the head must have broken the surface. Standing on the bottom during freestyle shall not disqualify a swimmer, but they must not walk.

Backstroke

Swimmers shall push off and swim the race on their back. During a turn, the shoulders may be turned over the vertical to the breast after which a continuous single arm or simultaneous double arm pull may be used to initiate the turn. The swimmer must have returned to the position on their back upon leaving the wall. During the turn some part of the swimmer must touch the wall. Some part of the swimmer must break the surface throughout the race, however the swimmer may be completely submerged during the turn, during the last stroke and for up to 15m after the start and each turn. At the finish the wall must be touched while the swimmer is on their back.

Breaststroke

From the beginning of the first arm stroke after the start and after each turn, the body must remain on the breast. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order. All arm movements must be simultaneous. Hands can be pushed forward together on, under or over the water. Elbows must be under the water except for the final stroke before a turn, during a turn and the final stroke at the finish. Hands are brought back on or under the surface and must not be brought back beyond the hip line, except during the first stroke after the start and each turn. During each complete cycle, some part of the swimmer's head must break the surface. A single downward dolphin kick followed by a breaststroke kick is permitted while wholly submerged. Following which, all movements of the legs must be simultaneous and in the same horizontal plane without alternating movement. Feet must be turned outwards during the propulsive part of the kick. Breaking the water surface with feet is allowed. At each turn and at the finish, the touch must be made with both hands simultaneously at, above or below water level. The head may be submerged after the last arm pull, provided it breaks the surface at some point during the last complete or incomplete cycle preceding the touch.

Butterfly

Both arms must be brought forward together over the water and brought backwards simultaneously. All up and down leg movement must be simultaneous and underwater kicking on the side is allowed. The legs and feet need not be at the same level, but must not alternate in relation to each other. At each turn and at the finish, the touch must be made with both hands simultaneously. A swimmer is permitted one or more leg kicks and one arm pull under the water, which must bring them to the surface. A swimmer can be completely submerged for a distance of up to 15m after the start and each turn.

Medleys

Individual medley (IM) order is Butterfly, Backstroke, Breaststroke, Freestyle.

Each section must be finished in accordance with the rule that applies to that stroke.

Medley relay order is Backstroke, Breaststroke, Butterfly, Freestyle. If a swimmer breaks before the wall is touched, the team will be disqualified.

Pool rules

Pulling on lane ropes is not allowed.

For relay events, there must be four swimmers on a relay team, each only swimming once.

The referee's decision is final.

While there are no Swimming Australia Rules regarding the wearing or removal of bathing caps, swimmers at Graceville are expected to always wear a cap while in the pool.

Codes of conduct

Graceville Amateur Swimming Club has adopted the following standards of conduct:

Parents / Guardians

- Remember that children participate in sport for their enjoyment, not yours.
- Encourage children to participate, do not force them.
- Focus on the child's efforts and performance rather than winning or losing.
- Encourage children always to compete according to the rules and to settle disagreements without resorting to hostility or violence.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Remember that children learn best by example. Appreciate good performances and skill by all participants.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Respect officials' decisions and teach children to do likewise.
- Show appreciation for coaches, officials and administrators. Without them, your child could not participate.
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

Spectators

- Remember that young people participate in sport for their enjoyment and benefit, not yours.
- Applaud good performance and efforts from all individuals and teams. Congratulate all participants on their performance regardless of the outcome.
- Respect the decisions of officials and teach young people to do the same.
- Never ridicule or scold a child for making a mistake. Positive comments are motivational.
- Condemn the use of violence in any form, whether it is by spectators, coaches, officials or competitors.
- Show respect for your opponents. Without them there would be no competition.

- Encourage competitors to follow the rules and the officials' decisions.
- Do not use foul language, sledge or harass other competitors, coaches or officials.
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

