



Scottish Swimming
Regulations
for the
Swimming
National Discipline Committee

Swimming Committee Regulations

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SW1.0 General

- SW1.1 The Scottish Swimming Committee (SSC) a National Discipline Committee of Scottish Swimming shall comply with the relevant sub-sections of Company Article A3.1.3.
- SW1.2 The Swimming Committee shall conduct its business in accordance with Section A3.1.3.2 of the Company Articles.
- SW1.3 The membership of the Swimming Committee shall be in accordance with Company Article A3.1.3.7.2.
- SW1.4 The Swimming Committee shall have the following responsibilities in addition to those stated in Company Article A3.1.3.6.1.
- SW1.4.1 Calendar planning of District and Club competitions in conjunction with the National Championships / Meet Plan and liaising with the Coaches Technical Panel.
 - SW1.4.2 Organisation and implementation of National Championships and Meets.
 - SW1.4.3 Support swimming activities in the Districts including the District Regional Programme and District Championships.
 - SW1.4.4 Act as a communication medium between Scottish Swimming and the Districts on swimming matters.
 - SW1.4.5 Assist with the implementation of Scottish Swimming strategies and policies.
 - SW1.4.6 Act as a forum for consultation with the Director of Performance on swimming matters.
 - SW1.4.7 Formulation of Swimming Regulations and provide interpretation as necessary.
 - SW1.4.8 Ratify all Scottish Swimming Records and recommend them for approval by the Company.
 - SW1.4.9 Liaise through the Technical Officials representative with the Technical Officials Committee.
 - SW1.4.10 Advertise for and appoint a National Championships / Meet Convenor every two years.
 - SW1.4.11 Liaise with the Coaches Technical Panel on the selection of Staff and Competitors eligible to compete outwith Scotland or in International contests held in Scotland.

SW2.0 Scottish Championships/Meets**SW2.1 All Championships/Meets**

- SW2.1.1 General
- SW2.1.1.1 All championships shall be held in an indoor pool.
 - SW2.1.1.2 All championships shall be conducted under FINA and Scottish Swimming Rules.
 - SW2.1.1.3 The following Championships/Meets are open and shall be held annually:
 - a) National Open Championships
 - b) National Short Course Championships
 - c) National Age Group Championships
 - SW2.1.1.4 The following Championships/Meets are closed to Scottish Clubs and teams and may be held annually at the discretion of the Swimming Committee:
 - a) Scottish Leagues
 - SW2.1.1.5 Additional Meets may be organised at the discretion of the National Swimming Committee. Any additional Meets must have the approval of the Company Board.
- SW2.1.2 Championship/Meet Organisation
- SW2.1.2.1 The management of Championship/Meets shall be by an organising committee appointed by and under the jurisdiction of the Swimming Committee.
 - SW2.1.2.2 Entries shall be made in accordance with the published Information Pack.
 - SW2.1.2.3 The decision to include either semi or consolation finals will be at the discretion of the Swimming Committee.
 - SW2.1.2.4 The number of heats will be determined by the organising committee when entries are known. The organising committee reserves the right to restrict entries to ensure a good standard of competition.

- SW2.1.2.5 The following entry time verification process will apply:
- Clubs may be requested to prove the submitted entry times. Failure to respond by the stated date with the requisite proof will result in automatic exclusion from the event and the entry fee forfeited.
 - During and/or after the event further checks may be instigated, where significant under performance, in relation to an entry time is recorded. Proof of entry time will be requested by a specific date. Failure to comply will result in a fine to the club/swimmer (in accordance with Company Rule R3.6.1).
 - Unpaid fines will result in swimmers being excluded from future Scottish National Championships/Meets.
- SW2.1.2.6 The number of sessions, the programme of events for each session, the Qualifying or Consideration time for entry for events and the closing date for entries will be determined annually by the Swimming Committee and published at least six months before the first day of the championships. Qualifying or Consideration times must be recorded within a date fixed by the Swimming Committee which will be not less than six months before the first day of the Championship.
- SW2.1.2.7 Failure to appear, withdrawals or amendments shall be in accordance with the published Information Pack.
- SW2.1.2.8 Technical officials will be appointed as required by SW7.14
- SW2.1.3 Eligibility to Compete
- SW2.1.3.1 Eligibility to compete is as defined in Company Rule R4.5.
- SW2.1.3.2 If an event has only one competitor (including only one relay team) a decision on whether the event is swum will be made by the National Events Convener.
- SW2.1.4 Jury of Appeal
- SW2.1.4.1 The Swimming Committee shall appoint or arrange for the appointment of a jury of appeal in advance of each Scottish Championship/Meet.
- SW2.1.4.2 The procedure and treatment shall be in accordance with Company Rules R11.3 and R11.4.
- SW2.1.5 Events
- SW2.1.5.1 The Swimming Committee may by exception vary the events for the various Championships/Meets and Leagues under its jurisdiction.

SW2.2 National Open Championships

- SW2.2.1 General
- SW2.2.1.1 The Championships shall normally be held in a 50m pool.
- SW2.2.2 Events
- SW2.2.2.1 The Swimming Committee, at its discretion, may organise other events to be run alongside the Championship
- SW2.2.3 Titles
- SW2.2.3.1 Scottish Open Champion
Fastest swimmer in the final/heat declared swims of each event shall be Scottish Open Champion.
- SW2.2.3.2 Scottish National Champion (Senior and Junior)
Fastest swimmer in the final/heat declared swims of each event with National eligibility as defined in Company Rule R4.5 shall be Scottish National Champion. If there is no National swimmer in the final, the title shall be awarded to the fastest National swimmer in the consolation final or semi-finals, failing which the heats.
- SW2.2.4 Awards
- SW2.2.4.1 Medals shall be presented as follows;-
- Scottish Open Champion 1st, 2nd, 3rd
 - Scottish National Champion 1st
(provided the individual is not also the Scottish Open Champion).
 - Scottish National Junior Champion 1st
(provided the individual is not either the Scottish Open or Scottish National Champion).
- SW2.2.4.2 The following Trophies shall be awarded using an appropriate points method as decided by the Swimming Committee and published in the Meet Information:

- | | |
|-------------------------|---|
| a) Top Club | Most points earned by a Scottish club or composite team |
| b) Berger Paints Trophy | Best performance (male or female) by a Scottish swimmer in the National Open Championships. |
| c) Eileen Adams Trophy | Best combined performance in the Senior Men's 200m and 400m Freestyle |

SW2.3 National Open Short Course Championships

SW2.3.1 General

SW2.3.1.1 The Championships shall normally be held in a 25m pool.

SW2.3.2 Events

SW2.3.2.1 The Swimming Committee may, at its discretion, organise other events to be run alongside the Championships

SW2.3.3 Titles

SW2.3.3.1 Short Course Open Champion

Fastest swimmer in the final/heat declared swims of each event shall be the Short Course Open Champion.

SW2.3.3.2 Short Course National Champion (Senior and Junior)

Fastest swimmer in the final/heat declared swims of each event with National eligibility as defined in Company Rule R4.5 shall be declared the Short Course National Champion.

If there is no National swimmer in the final, the title shall be awarded to the fastest National swimmer in the consolation final or semi-finals, failing which the heats.

SW2.3.4 Awards

SW2.3.4.1 Medals shall be presented as follows:

- | | |
|--|---|
| a) Short Course Open Champion | 1st, 2nd and 3rd. |
| b) Short Course National Champion | 1st
(provided the individual is not also the Short Course Open Champion) |
| c) Short Course National Junior Champion | 1st
(provided the individual is not either the Short Course Open or National Champion) |

SW2.3.4.2 The following Trophies shall be awarded using an appropriate points method as decided by the Swimming Committee and published in the Meet Information.

- | | |
|-----------------------------|--|
| a) Top Club | Most points earned by a Scottish club or composite team |
| b) Alistair Sankey Memorial | Best combined performance in the senior men's 100m and 200m Butterfly. |
| c) Paisley 500 Trophy | Best overall performance by a male or female. |
| d) Citrus Trophies | Best performance by a junior male and female. |
| e) Aberdeen 2000 Trophies | Best single performance for male and female. |

SW2.4 National Open Age Group Championships

SW2.4.1 General

SW2.4.1.1 Ages are defined as age on the last day of competition unless otherwise stated in the Meet Information

SW2.4.1.2 Competitors may only swim in their own age group.

SW2.4.1.3 The National Swimming Committee may at their discretion run all or part of the National Open Age Group Championships in conjunction with the National Open Championships

SW2.4.2 Events

SW2.4.2.1 The Age Groups for individual and relay events will be decided on an annual basis by the Swimming Committee subject to a minimum of 10 years old on the last day of the Championships.

SW2.4.3 Titles

SW2.4.3.1 Scottish Open Age Group Champion

The fastest swimmer in the final/heat declared swims of each event shall be Scottish Open Age Group Champion.

SW2.4.3.2 Scottish National Age Group Champion

The fastest swimmer in the final/heat declared swims of each event with National eligibility as defined in Company Rule R4.5 shall be Scottish Age Group Champion. If there is no National swimmer in the final, the title shall be awarded to the fastest National swimmer in the consolation final or semi-finals, failing which the heats

SW2.4.4 Awards**SW2.4.4.1 Medals shall be presented as follows:**

- a) Scottish Open Age Group Champion 1st, 2nd and 3rd.
- b) Scottish National Age Group Champion 1st
(provided the individual is not also the Open Age Group Champion)

SW2.4.4.2 Trophies will be awarded as follows using an appropriate points method as decided by the Swimming Committee and published in the Meet Information.

- a) Trophies (1 male/1 female) To be awarded to the best performance by a boy and girl aged 16 and under.
- b) Sharp Trophies To be awarded to the winners of the Boys and Girls 10-12 years Individual Medley.
- c) Top Club Most points earned by a Scottish club or composite team.

SW3.0 Scottish Leagues**SW3.1 General**

SW3.1.1 Leagues may be arranged at the discretion of the Swimming Committee. Details of events, eligibility, points etc will be as per Meet Information.

SW4.0 Scottish Records**SW4.1 National Records**

SW4.1.1 There shall be the following types of record, by male and female swimmers eligible to represent Scotland as defined in Company Rules R4.5.3 and R7.1.1.

- a) Scottish National Long Course Record
Achieved in a 50m pool
- b) Scottish National Long Course Age Group Record
Achieved in a 50m pool for each age group between 11 and 18 years inclusive, based on swimmers age on the date of the swim.
- c) Scottish National Long Course Junior Record
Achieved in a 50m pool by any junior swimmer, as defined in Company Rule R4.5.6(a)
- d) Scottish National Short Course Record
Achieved in a 25m pool.
- e) Scottish National Short Course Age Group Record
Achieved in a 25m pool for each age group between 11 and 18 years inclusive, based on swimmers age on the date of the swim.
- f) Scottish National Short Course Junior Record
Achieved in a 25m pool by any junior swimmer, as defined in Company Rule R4.5.6(a)

SW4.2 Other Records

SW4.2.1 In addition to National Records there are the following records;

- a) Scottish Age Group Championship Record
Achieved by a swimmer, swimming over a recognised distance, for a stroke within his/her Age Group, at the Scottish Age Group Championships. These records have been discontinued following the introduction of National Age Group Records. A record of existing Scottish Age Group Championship Records, as at 26th June 2005, will be retained by Scottish Swimming, in recognition of those achieving those records.
- b) Scottish National Team Records (Long and Short Course)
Achieved by teams participating in any of the relay categories, as per SW4.3.1, whose members are eligible to represent Scotland as defined in Company Rules R4.5.3 and R7.1.1.
- c) Scottish National Junior Team Records (Long and Short Course)
Achieved by teams participating in any of the relay categories, as per SW4.3.1, whose members are eligible to represent Scotland as defined in Company

Rules R4.5.1 and R7.1.1 and who are junior swimmers as defined in Company Rule R4.5.6(a)

- d) Scottish Club or Composite Team Relay Records (Long and Short Course) Achieved by a Scottish Club or Composite team participating in any of the relay categories, as per SW4.3.1
- e) Scottish Junior Club or Junior Composite Team Relay Records (Long and Short Course) Achieved by a Scottish club or Composite team in any of the relay categories as per SW4.3.1 whose members are junior swimmers as defined in Company Rule R4.5.6(a)

SW4.3 Distances

SW4.3.1 The following distances will be recognised for Scottish Records as defined in SW4.1 and SW4.2

- a) Freestyle 50m, 100m, 200m, 400m, 800m and 1500m
- b) Backstroke 50m, 100m and 200m
- c) Breaststroke 50m, 100m and 200m
- d) Butterfly 50m, 100m and 200m
- e) Individual Medley 100m, 200m and 400m
- f) Freestyle Relay 4x50m, 4x100m and 4x200m
- g) Medley Relay 4x50m and 4x100m

SW4.4 Conditions

SW4.4.1 All records shall be made under FINA conditions

SW4.4.2 A record may be made;

- a) In an accredited or individual race against time within Scotland
- b) In a scratch competition or record attempt held under the auspices of the Swimming Associations of England, Wales or any country affiliated to FINA.

SW4.4.3 A swimmer may apply for a record at any intervening recognised distance when competing over a longer distance, providing the scheduled distance is completed and the time recorded at the intervening distance is by Automatic Officiating Equipment.

SW4.4.4 The first swimmer in a relay team may apply for a record. Should the first swimmer in a relay team complete the distance in a record time, his/her performance shall not be nullified by any subsequent disqualification of the relay team for violations occurring after the distance has been completed.

SW4.4.5 A record may not be claimed in an event (such as a "skins" event) where the start rules as laid down in SW4 of FINA Swimming Rules have not been complied with.

SW4.5 Application

SW4.5.1 All applications for a Scottish record shall be submitted in accordance with Company Rule R7.1.

SW4.6 Certificates

SW4.6.1 Certificates will be issued in accordance with Company Rule R7.1.3.

SW5.0 British Records

SW5.0.1 Information regarding British Records is available from the Company (see also Company Rule R7.2)

SW6.0 Competition / Training Outside Great Britain

SW6.1 Procedure for Scottish Swimming Clubs, Team and Individuals

SW6.1.1 Application for a permit should be made in accordance with Company Rule R8.0

SW7.0 Licencing and Accreditation**SW7.1 General**

- SW7.1.1 Licensing is to provide Scottish Swimming with a means of control over and the maintenance of minimum standards during the operation of swimming meets in Scotland. Clubs/Organisations running events must be aware of the Health and Safety Regulations and implications in respect of insurance cover.
- SW7.1.2 Accreditation is to provide common criteria for the establishment and conduct of “Licensed” swimming meets which as a consequence provide swimmers with the opportunity to achieve qualifying standards for National and International swimming meets, teams and squads
- SW7.1.3 A licence is required for any competitive meet which involves two or more participating clubs.
- SW7.1.4 Accreditation can only be granted for Level 1 and Level 2 Meets. The minimum requirements of officials for meets with or without electronics must be adhered to and is to be found in the STO Regulations.
- SW7.1.5 All swimmers must be members of Scottish Swimming or be registered members of another FINA affiliated country, prior to competing in any licensed meet.
- SW7.1.6 The control and monitoring of licence compliance will be undertaken when the Meet Report is completed in accordance with SW7.10.2 and is reviewed by the appropriate Licensing Authority
- SW7.1.7 Application for licences may not be granted if the date(s) clash with other competitions promoted by:
a) Scottish Swimming
b) The District in the geographical region.
- SW7.1.8 Leagues must submit individual applications for licence and accreditation for each meet held. Only one fee per division will be applied for the duration of a League season.
- SW7.1.9 Should a meet fail to achieve the required minimum standards as required by the Swimming Regulations, the swimming committee issuing the licence may suspend any outstanding licences, or refuse to issue a new licence in the name of the organising body.

SW7.2 Licence Categories

- SW7.2.1 Event licences will be categorised as follows:
a) Level 1 – International Meets between two or more Nations, National/District Meets which include those run by Associate Members e.g. Scottish Schools Finals (not Heats), Scottish Universities finals (not Heats) etc.
b) Level 2 – Other Accredited meets, Regional Events, Club Open Meets, Invitational Meets, Inter Club Meets, Club Events and/or League Matches.
c) Level 3 – Non Accredited Meets, including those run by Associate Members e.g. Scottish School Heats.

SW7.3 Jurisdiction

- SW7.3.1 The National Swimming Committee is responsible for the issue of licences for Level 1 Meets
- SW7.3.2 The appropriate District Swimming Committee is responsible for the issue of licences for Level 2 and Level 3 Meets.

SW7.4 Conditions

- SW7.4.1 Applications for a licence in categories Level 1 and level 2 will automatically carry application for accreditation.

SW7.4.2 Internal Club Competitions do not require a licence unless the Club requests the Meet to be accredited. However Clubs must be aware of Health and Safety requirements and implications in respect of insurance cover.

SW7.4.3 Accreditation will not be granted for competitions which are limited to swimmers under the age of 10.

SW7.5 Facility Minimum Standards

	Licensed/ Accredited	Licensed Only
a) Warm up facilities and Marshals	*	*
b) Competitor Seating	*	*
c) Separate seating for spectators VIP's etc	*	
d) Officials seating on poolside	*	*
e) Electronic Timing or at least 2 T/K per lane	*	
f) Anti turbulence lane ropes	*	
g) Car/Coach parking reasonably available close to pool	*	
h) Programme and start sheets	*	
i) Electronic Results service	*	1
j) First Aid facilities	*	*
k) Public address system	*	

1. Results service at Level 3 Meets can be provided manually within 2 days of the event.

SW7.6 Session Timescale Standards

SW7.6.1 The following criteria shall apply unless discretion is granted when a licence is issued.

- a) Duration of each session, including medal presentations–
L1, L2 and L3 Meets Three hours
- b) Sessions per day
L1, L2 and L3 Meets Three Sessions Maximum
- c) Total duration of competitive day
L1 Meet Nine hours Maximum
L2 and L3 Meets Six hours

SW7.6.2 A Licensing Authority (LA), which is not also the promoting body, shall have discretion to grant a licence for a Meet which does not comply with SW7.6.1, provided suitable arrangements have been made for officials and other volunteers, including time off poolside. When the promoting body is also the LA, the Company CEO has the discretion to authorise the issuing of a licence.

SW7.7 Applying for a Licence

SW7.7.1 Application must be made after a provisional pool booking has been made on the appropriate form available from the Company or appropriate District Swimming Committee. Advertising of a Meet cannot take place until a meet has been licensed and a Licence number has been issued. All meet advertisements and information should display the licence number prominently. Any application should be received by the licensing body at least 30 days prior to the first day of competition, although this may be waived at the discretion of the licensing body.

SW7.7.2 Application for Level 1 Meets must be made to the National Swimming Committee, accompanied by the appropriate fee (in accordance with Company Rule R3.4.1). A programme of events must accompany the application.

SW7.7.3 Application for Level 2 and Level 3 Meets must be made to the appropriate District Swimming Committee accompanied by the appropriate fee (in accordance with Company Rule R3.4.1). A programme of events must accompany the application.

SW7.7.4 When a change to the details of an application (e.g. change of venue, date or format) is required, a new application must be made. The fee for a new application may be waived at the discretion of the Swimming Committee granting the licence.

SW7.8 Notification

SW7.8.1 Confirmation that a licence has been granted will be sent to the applicant within 30 days of receipt of the application.

SW7.8.2 Where a licence application is refused, the applicant will be notified within 30 days of receipt of the application and the reason for refusal stated.

SW7.9 Requirements

SW7.9.1 The organiser of licensed Meets must provide a results service as follows:

- a) Level 1 and 2 – a computerised service
- b) Level 3 – a service capable of producing result sheets within 2 days following the completion of the Meet, if a computerised version is not used.

SW7.9.2 Results must be made available to accompany the Meet report requirements in accordance with SW7.10 as follows:

- a) Level 1 and 2 - One complete signed set of results plus computer files in the specific format for inclusion in Scottish Swimming and GB Swim Rankings.
- b) Level 3 - No result sheets required.

SW7.9.3 All Meet programmes and results must carry the Meet Licence number and if appropriate, a statement that Accreditation has been applied for.

SW7.10 Reports

SW7.10.1 The control and monitoring of licence compliance will be based on self assessment by the organising body with endorsement by the Meet Referee and /or Session referee

SW7.10.2 For all licensed Meets a completed Meet Report (sections F, G and H on the Application Form), signed by the Meet Organiser and all session referees, must be returned within seven days of the completion of the Meet to the Swimming Committee granting the Licence. It must be accompanied with a list of the Technical Officials and results in accordance with SW7.9.2.

SW7.10.3 The Referee will assume control at the end of the warm up of each scheduled session until the final event has been ratified.

SW7.11 Accreditation Confirmation

SW7.11.1 In the event of Accreditation not being endorsed, the meet organiser will be notified by the relevant Committee within fourteen (14) days as to the reasons why.

SW7.11.2 Accreditation may be withheld if, for one or more sessions;

- a) Minimum facility standards, as laid down in Part F of the Licence Application Form, were not adhered to.
- b) Time criteria were not met and a satisfactory explanation has not been provided.
- c) The minimum requirement of Officials was not achieved.
- d) Health and Safety Guidelines were not announced or were not adhered to.

SW7.11.3 Where an event seeking accreditation does not fully comply with the requirements as laid down in SW7.12.2 the licensing body, at its discretion, may accredit individual sessions within the event where the requirements were met

SW7.12 Management of Meet

SW7.12.1 The Referee will be responsible, for the proper conduct of a meet as defined by its licence, for all poolside related activities and areas (e.g. to include computer team, commentary team and competitors seating).

SW7.12.2 A Meet Director/Manager must be appointed for all licensed meets by the Organising Body.

SW7.13 Meet Technical Officials

SW7.13.1 The Officials required for Licensed/Accredited Meets shall be in accordance with the requirements of STO Regulations STO12.0

SW7.13.2 A complete list of technical officials for each session must be signed by the session Referee. This must be included in the meet report (see SW7.10) in accordance with the guidelines on the application form.

SW7.14 Fees

SW7.14.1 The fee for each licence category will be set in accordance with Company Rule R3.4.2.

SW8.0 Scottish Swimming Rules**SW8.1 Order of Events**

SW8.1.1 No alteration shall be made to the order of the printed programme unless with the consent of the Referee and Gala Convener. The Referee shall inform the starter, recorder and announcer of any alteration.

SW8.2 Relay Events

SW8.2.1 Competing clubs or teams must submit a list of names of relay team members, including reserves, to the recorder, for the information of the Referee, before the commencement of the competition or session. The relay team members must be listed in order of competing.

SW8.2.2 All relay team members must be bona fide members of the competing club or team.

SW8.2.3 The composition of a relay team may be changed between heats and finals provided it is made up from the list of swimmers submitted.

SW8.2.4 A swimmer may be named as a member or a reserve for only one relay team.

SW8.3 Start

SW8.3.1 Only at Level 3 Meets may able-bodied competitors start with other than a dive, provided they have the consent of the Referee. In such instance the Referee shall inform all other competitors.

SW8.4 Disqualification

SW8.4.1 A swimmer shall be disqualified for failing at the end of a race to keep their place in the water. Disqualification shall not be enacted provided the swimmer returns to the water on the instruction of the Referee

SW8.5 Permanently Disabled Swimmer

SW8.5.1 A permanently disabled swimmer shall not be disqualified in a competition in a case where their disability prevents them from complying with the rules of a particular stroke, provided that the disability has been notified to the Referee by the swimmer or their representative before the race takes place. Notification must be by a Certificate issued by Scottish Disability Sports.

SW8.6 Mixed Gender Age Group Events

SW8.6.1 In Age Group Competitions only, events may be swum on a mixed gender basis at the discretion of the event organisers.

SW8.7 Lane Numbering

SW8.7.1 In Age Group Competitions taking place in a 10 lane pool numbering may be 0 to 9, or 1 to 10 at the discretion of the Meet organisers.